



GSTC Accreditation Fee Schedule

version 3.0

March 26, 2025

Document History

Version	Date of Approval	Description of Amendment
1.0	1 October 2023	First publication
1.1	31 October 2023	Edited in a new format, Changes in the name per fee type, Adding late payment fee calculation, Adding geographical scope extension application fee.
2.0	19 February, 2024	Introduced new clauses and tables regarding GSTC License Fee, Changed expression for time unit and added a note about the non-refundable provision for the application fee in Table 1, Elaborated the description of GSTC Assessor's travel expenses, Changed page setup.
2.1	26 March, 2024	The license fees, which were previously divided depending on whether they were certified by a CB located in the EU, were combined into one.
2.2	11 September, 2024	Modified a note clarifying the timing of when the annual maintenance fee and license fee are applicable in relation to Destination Certification. Updated the document format and changed section numbers.
2.3	27 December, 2024	The GSTC License Fee categories for Hotels/Accommodations outside Turkey have been updated from being based on the number of beds to being categorized by the number of rooms. A new "Micro" category has been introduced and overall license fees have been reduced. The License Fee for certified entities based in Europe has been newly incorporated. Added clarity to the notes in Table 4. The license fee table (Table 4 and 5) has been relocated to Section 6.
3.0	26 March, 2025	Changes in fee structure in Table 1 to accommodate the accreditation fee for certification bodies-Destination. Updated Annual Maintenance Fee applied to certification bodies certifying destinations. (Expanded and detailed Table 2) Introduced the GSTC License Fee for Destinations in Table 6. Changes in fee calculation for travel time. Changes in the term ('Assurance Panel' to 'Accreditation Decision-Making Committee' and 'GSTC Criteria' to 'GSTC Standard'). Added clarity to the travel expenses.

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Document Controls

This is version 3.0 of the GSTC Accreditation Fee Schedule, 2025.

This document takes effect upon publication unless a separate transition period is specified.

Document Approval

March 26, 2025

GSTC Chief Assurance Officer

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1. Types of GSTC Accreditation Fees

- 1.1. Costs for acquiring and maintaining GSTC Accreditation are referred to as accreditation fees. The fees are divided into Application Fee, Assessment Fee, Accreditation Decision Fee, and Annual Maintenance Fee.
- 1.2. **Application Fee:** Fees for administration and evaluation of any type of accreditation application, as specified in Table 1. This also includes the fee for technical scope extension for additional Reference Standards (GSTC Standard and GSTC-Recognized Standard), geographical scope extension, or addition of an additional certification decision-making body.
- 1.3. **Assessment Fee:** Fees for GSTC Accreditation assessment services are based on the GSTC daily rate and cover various assessments such as initial onsite assessments of the applicant Certification Body (CB), surveillance assessments, onsite assessments for technical scope extension, follow-up assessments, along with the actual travel expenses.
- 1.4. **Accreditation Decision Fee:** Fees for the GSTC Accreditation Decision-Making Committee (ADMC)'s decision on granting, maintaining, extending, reducing, suspending, and withdrawing the accreditation.
- 1.5. **Annual Maintenance Fee:** Fees for GSTC's annual accreditation services to the accredited Certification Body (ACB), applicable to CBs that fulfill certain conditions in terms of certificate portfolio size.
- 1.6. GSTC shall charge the License Fees separate from the Accreditation Fees for ACBs following Table 4, Table 5, and Table 6. (See Clause 6.1.)

Table 1. GSTC Accreditation Fee

Accreditation fees	Charged for	Consist of	Amount (USD)
Application Fee (Industry)	Accreditation application	Base fee	\$4,000
	Additional certification decision-making body	Additional fee	\$4,000 each
	Additional scope of tourism activity	Additional fee	\$2,000 each
	Additional Reference Standard for certification	Additional fee	\$1,000 each (for standards other than the GSTC Standard)
Application Fee (Destination)	Accreditation application	Base fee	\$4,000
	Additional certification decision-making body	Additional fee	\$4,000 each
	Additional Reference Standard for certification	Additional fee	\$1,000 each (for standards other than the GSTC Standard)
<p>Note</p> <ul style="list-style-type: none"> - The base fee for application covers the accreditation of a single certification body for certifying one tourism activity (Hotel/Accommodation, Tour Operator, or Destination) against a single Reference Standard (GSTC Standard or GSTC-Recognized standard). - The application fee also applies to renewal accreditation applications. - Any extension to an additional certification decision-making body, reference standards, or geographical location requires an assessment. - If the application requires additional assessments, extra fees will be charged based on the GSTC daily rate, travel time, and expenses. 			
Scope Extension Application Fee	Additional tourism activity under the certification-Industry scope	Base fee	\$2,000 each
	Additional Reference Standard for certification	Base fee	\$1,000 each
	Additional geographical location	Base fee	\$500
	<p>Note</p> <ul style="list-style-type: none"> - The scope extension application fee for using the GSTC Standard as a reference standard for certification is waived for now. However, GSTC will still carry out an administrative process, and if deemed necessary, an additional assessment may be conducted at the applicant's expense. - If a certification body accredited for one of the tourism activities under the Certification-Industry scope intends to apply for accreditation for 		

	Destination certification, it must submit a new accreditation application rather than a scope extension application.		
Assessment Fee	Accreditation assessment	Base fee	\$850 per Labor-day
		Travel time and expenses	The fee will be determined after the actual travel happens.
	<p>Notes</p> <ul style="list-style-type: none"> - The GSTC Standard Daily Rate is USD \$850. - The standard daily rate applies for any work including, but not restricted to, assessments, follow-up of nonconformities, complaint investigation, transfer of Accreditation/and/or review of organizational changes. - Travel time is charged at half the GSTC standard daily rate (USD \$425) when the total roundtrip travel duration exceeds 4 hours from the starting location to the site. Idle time may be considered part of travel time. If the total travel time exceeds 12 hours, the full GSTC daily rate of USD \$850 will apply. Expenses (transportation, accommodation, and meals) shall be charged to the CB based on actual costs incurred. 		
Accreditation Decision Fee	For decisions made by the GSTC Accreditation Decision-Making Committee (ADMC)	Base fee	\$2,000
		Additional fee	\$1,000
	<p>Notes</p> <ul style="list-style-type: none"> - This fee is for decisions to grant, extend, re-accredit, reduce, suspend, or terminate the accreditation of a CB or to take any disciplinary measures. - If more than one decision process occurs simultaneously (allowing GSTC to make one submission), the fee for each additional decision is reduced to USD \$1,000. 		
Annual Maintenance Fee (AMF)	Ongoing accreditation maintenance, including annual surveillance assessments	Refer to Table 2 below for details on fees applicable to each Tourism Activity.	

Table 2. Annual Maintenance Fee (AMF) Based on the number of certificates issued

Tourism Activity	Number of certificates issued	Fee (USD)	
		First scope	Second scope
Industry (Hotel/Accommodation or Tour Operator)	0 (zero)**	\$500	\$500
	1-500	\$6,500	\$3,250
	501-2,000	\$8,000	\$4,000
	2,001-4,000	\$11,000	\$5,500
	4,001-6,000	\$15,000	\$7,500
	6,001+	\$20,000	\$10,000
Destination	0 (zero)	\$500	
	1-50	\$6,500	
	51-100	\$8,000	
	101-200	\$11,000	
	201+	\$15,000	
Notes			
<ul style="list-style-type: none">- The AMF is determined separately based on the number of GSTC Certification certificates issued under the two Tourism Activity categories: Industry and Destination.- If a CB is accredited for both scopes within the Industry category, the scope with the higher number of issued certificates will be considered the first scope.- If no certification certificates have been issued, a minimum fee of 500 US Dollars applies to maintain the current accreditation status.- For initial accreditation, the fee in Table 2 will be calculated on a daily basis from the date of initial accreditation to December 31 of the same year.			

Table 3. Sample scenarios for AMF

Sample scenarios	Fee for Hotels	Fee for TOs	Fee for Destinations	Total AMF for the CB
AAA CB certified - 188 hotels	\$6,500	Not applicable	Not applicable	\$6,500
BBB CB certified - 1200 hotels	\$8,000	Not applicable	Not applicable	\$8,000
CCC CB certified - 900 hotels* - 40 TOs	\$8,000	\$3,250	Not applicable	\$11,250
DDD CB certified	\$250	\$8,000	Not applicable	\$8,250

- 0 hotels - 600 TOs				
FFF CB certified - 400 TOs	Not applicable	\$6,500	Not applicable	\$6,500
GGG CB certified - 600 hotels - 30 TOs	\$8,000	\$3,250	Not applicable	\$11,250
HHH CB certified - 200 hotels - 0 TOs - 5 Destinations	\$8,000	\$500	\$6,500	\$15,000

2. Details of Application Fee and Assessment Fee

2.1. GSTC reserves the right to request that the fees during the application phase be paid in advance by an applicant CB before GSTC commences any accreditation activities. The paid fees are consolidated after the completion of the services and invoiced or reimbursed accordingly.

2.2. Application Fee

2.2.1. The applicant shall pay the application fee invoiced with the application. If the fee is not paid, the reception of the application shall be denied. Payment is required within 30 days of the issue date of the invoice.

2.2.2. The application fee is not refundable after the application has been accepted.

2.2.3. GSTC reserves the right to charge for further investigations/due diligence reviews if additional business risks are identified at the application stage. Budgets for these additional investigations will be sent to the CB in advance.

2.2.4. The Application Fee does not cover assessment activities and the Accreditation Decision Fee.

2.3. Daily Rate and Conditions for Assessment Activities

2.3.1. The GSTC standard daily rate is USD \$850.

- 2.3.2. The standard daily rate applies for any work including, but not restricted to, assessments, follow-up of nonconformities, complaint investigation, transfer of Accreditation, and/or review of organizational changes.
- 2.3.3. If the onsite assessment activity exceeds 12 hours, GSTC shall invoice the CB for 1.5 days.
- 2.3.4. The minimum time unit which can be invoiced is 0.5 days. The minimum onsite assessment duration is 1.0 day.

2.4. Travel Time and Expenses

- 2.4.1. Travel time is charged at half the GSTC standard daily rate (USD \$425) when the total roundtrip travel duration exceeds 4 hours from the starting location to the site. Idle time may be included under travel time. If the total travel time exceeds 12 hours, the full GSTC daily rate of USD \$850 will apply. Expenses (transportation, accommodation, meals) shall be charged to the CB based on actual costs incurred.
- 2.4.2. GSTC shall issue the invoices related to travel and other related expenses to the CB upon receipt of the expenses from the GSTC assessor.
- 2.4.3. Travel expenses for the office assessment and witness assessment for each technical scope, along with the assessment fee, are charged to the CB during the initial accreditation process.
- 2.4.4. If an additional assessment, separate from the assessments during initial accreditation process or annual surveillance assessments, is conducted as required, the assessor's travel expenses shall be charged to the CB.

2.5. Accreditation Decision Fee

- 2.5.1. The fee for decisions to grant, extend, re-accredit, reduce, suspend, or terminate the Accreditation of a CB or to take any disciplinary measures is USD \$2,000.

- 2.5.2. If more than one decision process occurs simultaneously (allowing the GSTC Accreditation Decision-Making Committee (ADMC) to make a single submission), the fee for each additional decision is reduced to USD \$1,000.
- 2.5.3. The Accreditation Decision Fee will be charged upon the completion of all assessment activities.
- 2.6. Nonconformity (NC) Follow-Up & Complaints/Appeals Handling Fee
 - 2.6.1. As part of the assessment process, GSTC shall review the CB's response to the NCs raised during any GSTC assessment. This review shall be charged to the CB based on the actual time invested by the GSTC assessor.
 - 2.6.2. GSTC reserves the right to conduct onsite verification assessments to review the status of open NCs. The CB shall cover all costs related to this verification.
 - 2.6.3. Complaint/Appeal investigations related to GSTC processes shall be charged using the standard daily rate. For further information, please refer to the GSTC Grievance Procedure for Accreditation respectively.
 - 2.6.4. Opportunities for Improvement (OFI) will only be evaluated if the CB specifically requests it, which implies additional charges.
- 2.7. Extended Assessment Team
 - 2.7.1. GSTC reserves the right to contract with technical experts, translators, or other experts as required to supplement the Assessment Team. The CB shall be invoiced for the direct costs incurred by these parties.

3. Annual Maintenance Fee (AMF)

- 3.1. The AMF covers all regular GSTC accreditation services needed to ensure the necessary oversight by GSTC, which includes various assurance activities such as assessments, integrity investigations, transaction verification, and others as designed by GSTC.

- 3.2. Regarding performance issues, GSTC reserves the right to add extra assurance activities, such as oversight or integrity intervention activities, which the AMF does not cover. GSTC shall inform the CB of these measures in advance.
- 3.3. The assessment fee and travel expenses for one GSTC Assessor conducting the annual surveillance assessment are included in the AMF. However, if it is determined that more than one assessment is necessary, GSTC will charge for the additional assessor's assessment fee and travel expenses incurred.
- 3.4. The AMF is calculated based on the number of technical scopes and tourism activity for which the CB is accredited within the CB portfolio in Table 1. However, there is no extra fee for technical sub-scope applications.
- 3.5. GSTC reserves the right to modify and adjust the total AMF if deemed necessary based on the CB performance review. Any adjustments shall be made through mutual agreement and communicated with each CB individually.
- 3.6. The AMF is invoiced in January and payable in one lump sum within 30 days, or, as agreed with the CB, in two payments per year due on 15 February and 15 August. If either payment is delayed, the full remaining amount immediately becomes due.

4. Fee for GSTC Endorsed National Accreditation Body

- 4.1. Accreditation services provided by GSTC Endorsed National Accreditation Body(NAB) will be invoiced directly by the NAB to the CB in accordance with terms agreed upon in advance.
- 4.2. If a CB is under the AMF, GSTC will reimburse the fee charged by the National Accreditation Body (NAB) when the CB invoices the same amount to GSTC.

5. Payment of Accreditation Fee

- 5.1. Should a CB cancel or reschedule an assessment within 14 calendar days prior to the mutually agreed date, the CB shall be:
 - 5.1.1. Invoiced for the total number of preparation and onsite days scheduled by the GSTC assessor at half the standard daily rate.

- 5.1.2. Invoiced for any non-refundable or actual travel and accommodation expenses incurred by GSTC before the cancellation.
- 5.2. GSTC reserves the right to cancel or reschedule any scheduled assessment activity in necessary circumstances. In this case, GSTC will be responsible for its own costs associated with the cancellation. GSTC does not accept any liability for any cost incurred by the CB in relation to the cancellation or rescheduling of an assessment by GSTC.
- 5.3. Fees outlined in the GSTC Accreditation Fee Schedule do not include Value Added Tax (VAT) or other duties or taxes. Any VAT or other duties or taxes payable with respect to such sums shall be payable in addition to such sums.
- 5.4. Payment of any invoice is due within 30 days of the issue date.
- 5.5. If a CB cannot pay the accreditation fee within the due date of payment, the CB must request GSTC for late payment in writing, stating the reason and due date of payment before the due date. The maximum duration of delayed payment cannot exceed four months.
- 5.6. GSTC shall charge a fee for late payments. When a request for a late payment is received, GSTC will review it and notify the CB in writing of the approval and the deadline for the late fee calculated. The CB shall pay the outstanding balance and the late fee notified by the deadline.
- 5.6.1. The penalty for late payment shall be an interest of 2% per annum on the overdue amount for the period unpaid. When an applicant or accredited CB has not paid the accreditation fee until the due date or requested with unjustifiable reason or delay, GSTC may take necessary action(s).
- 5.6.2. If payment has yet to be received within 10 days of the original due date, a notification will be sent to the CB informing them that they are on financial probation. A certification body on financial probation may not:
- apply for or continue with a scope accreditation extension,
 - continue with the accreditation application process,

- receive a GSTC certificate for initial accreditation, or
- apply for additional GSTC programs.

5.7. While on financial probation, a CB can continue to operate GSTC-accredited programs. However, GSTC can directly suspend a CB's accreditation if an invoice and the related interest accumulated remain unpaid for 120 calendar days after the invoice date, as described in the GSTC Accreditation Procedure Clause 23.9.7.

5.8. GSTC reserves the right to adjust the GSTC Fee Schedule and will provide CBs with formal notification three (3) months before any changes to the published GSTC Fee Schedule. Reasons for a change can be, but are not limited to, inflation adjustments to account for increased travel and overall service costs. GSTC will adjust the fees every three years or less based on the relevant inflation datasets provided by the World Bank.

6. GSTC License Fee

6.1. As outlined in Tables 4, 5 and 6, the GSTC License Fee for each certified entity or destination will be charged separately from the AMF, as specified in the Certification Body Licensing Agreement (CBLA).

6.1.1. Certificates issued by GSTC-accredited Certification Bodies, whether for the GSTC Standard or a GSTC Recognized Standard within the accreditation scope, shall require the payment of the GSTC License Fee.

Note: Please refer to the GSTC Licensing Agreement for comprehensive guidelines and information about the License Fee beyond what is outlined in this document.

Table 4. GSTC License Fee for Hotel/Accommodations (effective from April 1, 2025)

License Fee for Certified Hotel/Accommodations - General		
Category	Number of <u>Rooms</u>	License Fee
Large	Greater than 300	\$100
Medium	101-300	\$75
Small	21-100	\$50
Micro	20 or less	\$30

License Fee for Certified Hotel/Accommodations in Europe		
Category	Number of <u>Rooms</u>	License Fee
Large	Greater than 300	\$200
Medium	101-300	\$150
Small	21-100	\$100
Micro	20 or less	\$75
License Fee for Certified Hotel/Accommodations in Türkiye		
Category	Number of <u>Beds</u>	License Fee
Large	Greater than 500	\$75
Medium	101-499	\$50
Small	100 or less	\$30
<p><i>Note</i></p> <ul style="list-style-type: none"> - In cases where multiple guests can stay simultaneously in a single accommodation facility, such as tents, caravans, campsites, or shared lodgings, the capacity can be based on the number of smallest functional accommodation unit(e.g., a single tent or a designated space for a caravan) rather than the number of beds or rooms. - The number of beds, units, rooms, or anything in this regard shall be determined according to the official documentation, such as a business license or equivalent, or any other reliable source of information, as applicable under the circumstances. 		

Table 5. GSTC License Fee for Tour Operators (effective from April 1, 2025)

License Fee for Certified Tour Operators - General		
Category	Annual turnover	License Fee
Large	Over \$50 million	\$300
Medium	\$10 to \$50 million	\$200
Small	Less than \$10 million	\$100
License Fee for Certified Tour Operators in Europe		
Category	Annual turnover	License Fee
Large	Over \$50 million	\$400
Medium	\$10 to \$50 million	\$300
Small	Less than \$10 million	\$200
<p><i>Note</i></p>		

- **Turnover** refers to the annual gross revenue generated by the Certified Tour Operator in the previous financial year, including all services provided under the operator's brand.
- Scope of revenue includes revenue directly attributed to the Certified Tour Operator while excluding revenue generated by external businesses that are not under the direct operational control of the tour operator.
- GSTC can request audited financial statements, tax returns, or commission and revenue breakdown reports to verify the claimed turnover.

Table 6. GSTC License Fee for Destinations

License Fee for Certified Destinations		
Category	Visitor Volume	License Fee
Mega	10 million or more visitors, regardless of the destination's population	\$3,000
Large	3 million to fewer than 10 million visitors, regardless of the destination's population	\$2,000
Medium	1 million to fewer than 3 million visitors, regardless of the destination's population	\$750
Small	Fewer than 1 million visitors, with a population of up to 300,000	\$500
<p><i>Note</i></p> <ul style="list-style-type: none"> - For destinations certified before April 1, 2025, the license fee will apply starting April 1, 2027. - For newly certified destinations(since April 1, 2025), the license fee will apply starting April 1, 2026. - Visitor volume refers to the total number of visitors arriving at a destination within a given year. For license fee calculation, the visitor volume for the destination should be determined based on official statistics published by national authorities and local governments. - The data used (For license fee calculation) should correspond to the previous year. If this data is not available when calculating the fee, data from two years ago can be used with an estimated projection for the following year. 		