



How to Obtain a Hajj and Umrah Tour Operator License in Nigeria

Description

Summary:

Securing a Hajj and Umrah tour operator license in Nigeria is governed exclusively by the National Hajj Commission of Nigeria (NAHCON). To qualify, an agency must meet stringent eligibility criteria; including a minimum share capital, valid IATA accreditation, and a spotless legal record, before applying through NAHCON's online portal. Key fees include a non-refundable application fee, sizeable refundable security deposit, and a licensing fee, alongside per-pilgrim service charges and bank guarantees. This article distills all requirements, procedures, costs, and FAQs into clear steps and tables, ensuring comprehensive compliance with NAHCON regulations from start to finish.

1. Overview of the Licensing Authority

The **National Hajj Commission of Nigeria (NAHCON)** is the sole authority responsible for regulating, licensing, and supervising Hajj and Umrah tour operators in Nigeria. Established by the NAHCON (Establishment) Act 2006, the Commission's mandate includes ensuring safety, accountability, and quality of services rendered to Nigerian pilgrims.

2. Eligibility Requirements

Before applying, your travel agency **must** satisfy the following **mandatory** conditions:

Requirement	Details
Corporate Registration	Registered with the Corporate Affairs Commission (CAC).
Minimum Share Capital	₦30,000,000 (Thirty Million Naira)
IATA Accreditation	Valid IATA agency approval and accredited staff
Operational History	Licensed by NAHCON for at least 3 consecutive years with satisfactory Umrah services
Legal Standing	No criminal record by Nigerian or Saudi Arabian courts
Financial Compliance	Audited accounts, Tax Clearance Certificate, VAT registration
Statutory Documents	Certified copies of CAC Forms C02 & C07 or Status report; Memorandum & Articles of Association

3. Procedure: Step-by-Step Guide

1. Prepare Documentation

Gather all statutory and financial documents as outlined above.

2. Online Registration

Visit the NAHCON Hajj Licensing Portal at <https://hto.nigeriahajjcom.gov.ng> and click **"New Registration"**.

3. Pay Application Fee

Settle the non-refundable application fee **₦300,000** via the portal's payment gateway.

4. Deposit Security

Upload evidence of a **₦50,000,000** refundable security deposit as mandated by recent circulars.

5. Upload Documents

Scan and upload all required documents; including audited accounts, tax clearance, and police affidavits, directly to the portal.

6. Bank Guarantee

Provide a bank guarantee (BG) of **₦40,000,000** per the 2025 requirement.

7. Submission & Acknowledgment

Finalise your submission and download the acknowledgment slip confirming receipt of your application.

8. Scrutiny & Inspection

NAHCON will vet your application and may inspect your corporate office or proposed accommodations in Saudi Arabia.

9. License Fee Payment

Upon provisional approval, pay the **₦1,000,000** licensing fee to activate your Hajj license for the season.

10. License Issuance

Receive and display your license prominently at your registered office. You are now authorised to market Hajj and Umrah packages.

4. Fee Structure and Cost Breakdown

Fee Component	Amount	Type
Application Fee	₦300,000	Non-refundable
Security Deposit	₦50,000,000	Refundable
Bank Guarantee	₦40,000,000	Mandatory
Licensing Fee	₦1,000,000	One-time fee
Per-Pilgrim Service Charge	USD 100 (~₦160,000 @ \$1=₦1,600)	Variable, per pilgrim

Fee Component	Amount	Type
Minimum Share Capital	₦30,000,000	Capital requirement

Note: All payments must be remitted from the agency's corporate bank account. Any deviation will invalidate the application stos.nigeriahajjcom.gov.ng.

5. Required Documents

Category	Documents
Corporate	CAC Certificate, CAC Forms C02 & C07 or Status Report, Memorandum & Articles of Association
Financial	Audited Account for last 3 years, FIRS Tax Clearance, VAT Registration
Professional	Valid IATA accreditation certificate, staff CVs, NYSC discharge certificate (if applicable)
Legal	Police report or court affidavit for directors, criminal record checks
Operational	Evidence of prior Umrah operations, contracts or agreements with Saudi service providers
Guarantees & Deposits	Bank Guarantee letter, evidence of security deposit payment

6. Common Misconceptions

- **“A travel agency licensed for Umrah automatically gets a Hajj license.”**
False. Only agencies with **three consecutive years** of Umrah operations may apply; prior Umrah licensing alone is insufficient.
- **“Security deposit is non-refundable.”**
False. The ₦50 million deposit is **refundable** after successful completion of Hajj operations, less any penalties.

- **“NAHCON dictates your package pricing.”**

False. While NAHCON sets service-charge ceilings (e.g., USD 100/pilgrim), operators retain autonomy over package composition and pricing.

- **“Bank guarantees are optional if you’ve paid the deposit.”**

False. Both the **₦50 million deposit** and the **₦40 million bank guarantee** are mandatory and serve different security functions.

7. Frequently Asked Questions (Curated from “People Also Ask”)

1. **How much does it cost to get a Hajj tour operator license in Nigeria?**

The total initial outlay includes a ₦300,000 application fee, ₦50 million security deposit, ₦40 million bank guarantee, and ₦1 million licensing fee, plus USD 100 per pilgrim service charge.

2. **What is the minimum share capital required?**

₦30 million, as mandated by NAHCON for all tour operators.

3. **Can a new travel agency apply?**

No; only agencies licensed for **at least three consecutive years** for Umrah operations are eligible.

4. **How long does the licensing process take?**

Typically **6-8 weeks**, including portal submission, document verification, and potential inspections.

5. **Is the security deposit refundable?**

Yes, subject to satisfactory performance and absence of financial or regulatory infractions.

6. Can foreign travel companies obtain a Nigerian Hajj license?

Foreign entities must first register a Nigerian subsidiary with CAC, meeting all local capital and operational requirements.

8. Conclusion

Obtaining a Hajj and Umrah tour operator license in Nigeria demands meticulous preparation, significant financial commitment, and strict adherence to NAHCON's guidelines. By following the step-by-step procedure outlined above, and ensuring full compliance with eligibility criteria, documentation, and fee payments, eligible travel agencies can secure their license efficiently and confidently, positioning themselves to serve Nigerian pilgrims on the sacred journey to Makkah and Madinah.

Category

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