



Presented by Freezoner

COMPANY SETUP REQUIREMENTS

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GENERAL REQUIREMENTS

COMPANY REQUIREMENTS

1. Propose 3 trade names for the company (including activity in the trade name)
2. Share Capital of the company.
3. Division of shares between the shareholders (if multiple shareholders)
4. Confirm who will be the appointed manager of the company (if multiple shareholders)



SHAREHOLDERS REQUIREMENTS

A) INDIVIDUAL SHAREHOLDER(S) - BELOW IS REQUIRED FOR EACH SHAREHOLDER:

1. Passport copy; clear scanned with at least 7-month validity. [View Guideline.](#)
2. Residence visa copy (if applicable) or latest tourist visa copy (if applicable) of latest entry stamp to UAE copy.
3. Emirates ID copy (if applicable)
4. Contact Information (Mobile & Email)
5. Residential Address & Home Country Address.

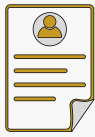
B) CORPORATE SHAREHOLDER (SUBSIDIARY OR BRANCH) - BELOW IS REQUIRED FROM EACH CORPORATE SHAREHOLDER(S):

1. Trade License / Certificate of Incorporation or any equivalent document.
2. Memorandum of Association (MOA) / Articles of Association (AOA) (Legal Documents) or any equivalent document.
3. Good Standing Certificate or any equivalent document.
4. Shareholder(s) Resolution, templates to be provided.
5. Passport copy of the appointed manager; clear scanned with at least 7-month validity. [View Guideline.](#)
6. Residence visa copy (if applicable) or latest tourist visa copy (if applicable) of latest entry stamp to UAE copy of the appointed manager.
7. Emirates ID copy of the appointed manager (if applicable)
8. Contact Information (Mobile & Email) of the appointed manager.
9. Residential Address & Home Country Address of the appointed manager.

Point 1, 2, 3 & 4 all must be notarized, attested from the UAE Embassy in the country of issue, Ministry of Foreign Affairs in UAE and legally translated to Arabic.

Some authorities will require originals to be submitted and they will take true copies.

Other authorities might have less requirements on attestation.



RESIDENCE VISA REQUIREMENTS

INVESTOR/PARTNER/EMPLOYMENT RESIDENCE VISA REQUIREMENTS:

1. Passport copy; clear scanned with at least 7-month validity – as per the [guideline](#)
2. Residence visa copy (if applicable) or latest tourist visa copy (if applicable) or latest entry stamp to UAE copy or visa cancellation copy.
3. Emirates ID copy (if applicable)
4. Passport Size Photograph (White Background) - as per the [guideline](#)
5. Educational Qualification (Degree Type, ex. Bachelor, Masters...etc.) & Scope of Education (Ex. Business Admin., Civil Engineering...etc.)
6. Mother's full name.
7. Father's full name.
8. Religion & Section (Ex. Christian – Catholic).
9. Salary.
10. National ID copy (for certain nationalities)



DEPENDENTS RESIDENCE VISA REQUIREMENTS

DEPENDENTS RESIDENCE VISA REQUIREMENTS:

1. Passport copy; clear scanned with at least 7-month validity – as per the [guideline](#)
2. Residence visa copy (if applicable) or latest tourist visa copy (if applicable) or latest entry stamp to UAE copy or visa cancellation copy.
3. Emirates ID copy (if applicable)
4. Passport Size Photograph (White Background) - as per the [guideline](#)
5. Birth Certificate for Son or Daughter to be attested from UAE Embassy in country of issue and Ministry of Foreign Affairs (MOFA) in UAE and legally translated to Arabic.
6. Marriage Certificate for husband/wife to be attested from UAE Embassy in country of issue and Ministry of Foreign Affairs (MOFA) in UAE and legally translated to Arabic.
7. NOC from Husband (in case wife is the sponsor for children)
8. Salary Certificate (from Freezone) / Employment Contract (from MOHRE).
9. Sponsor original Emirates ID.
10. Sponsor's passport copy (as per [guideline](#)) & residence visa.





CORPORATE BANKING REQUIREMENTS

1. CORPORATE DOCUMENTS

- Company License
- Certificate of Incorporation
- Memorandum of Association (MOA/AOA)
- Share Certificate
- Office Lease Agreement

2. SHAREHOLDER(S) PERSONAL DOCUMENTS:

- Passport copy; clear scanned with at least 7-month validity – as per the [guideline](#)
- Residence visa copy
- Emirates ID copy

3. LATEST 6-MONTH BANK STATEMENTS (PERSONAL OR BUSINESS)

- If a corporate bank statement is provided, supporting documents to show ownership will be required too.

4. COMPANY PROFILE / BUSINESS PROFILE / COMPANY WEBSITE / CV IF ANY.

