

Branch of UAE Company

List of Legal Documents Required

The following Legal documents are required (duly Attested by UAE Court /Concerned Authority) for Registration of Company.

1. Copy of Valid License/Certificate of Formation	Attested
2. *Copy of Memorandum and Articles of Association	Attested
3. **Company's Board Resolution calling for Establishment of branch in Jafza & Guaranteeing full financial commitment and Power of Attorney (POA	Attested
4. ***Specimen Signatures of Appointed Manager & POA Holder	Attested
5. Valid Passport copies of Appointed Manager & POA Holder	Copy

- Jafza reserves the right to call for any extra documents if required.
- Each Legal Document set has to be sealed, if more than one page.

*Client to Bring Original Memorandum and Articles of Association.

Original Memorandum and Articles of Association will be returned after verification.

**Specimen of Board Resolution & Power of Attorney available in case required.

***Can be Attested in Jafza.(Presence of Concerned Persons is required in Jafza)

Branch of Overseas Company

List of Legal Documents Required from Parent Company

The following Legal documents are required (duly Notarized and Attested by UAE Embassy/- Consulate) for Registration of Company.

1. Original Certificate of Incorporation or Original Certificate of Good Standing	Notarized & Attested
2. Memorandum and Articles of Association	Notarized & Attested
3. *Company's Board Resolution calling for Establishment of branch in Jafza & Guaranteeing full financial commitment and Power of Attorney (POA)	Notarized & Attested
4. **Specimen Signatures of Appointed Manager & POA Holder	Notarized & Attested
5. Valid Passport copies of Appointed Manager & POA Holder	Copy

• Jafza reserves the right to call for any extra documents if required.

• Each Legal Document set has to be sealed, if more than one page.

*Specimen of Board Resolution and Power of Attorney available in case required.

** Can be Attested in Jafza. (Presence of Concerned Persons is required in Jafza)

Note- In case of absence of UAE Embassy in the Country of Origin of the Parent Company, the documents will be accepted if it is Notarized & Attested by any GCC/Arabic Embassy/Consulate in the Country of origin of the Parent Company and the documents have to be further attested by UAE Ministry of Foreign Affair.

Free Zone Establishment (FZCO)- Non Individual

List of Legal Documents Required from Shareholders

The following Legal documents are required (duly Notarized and Attested by UAE Embassy/- Consulate) for Registration of Company.

1. Original Certificate of Incorporation or Original Certificate of Good Standing	Notarized & Attested
2. Memorandum and Articles of Association	Notarized & Attested
3. *Shareholder/Directors Resolution calling for	Notarized & Attested
A. Establishment of FZCO in Jafza	
B. Details of Share and Share Capital	
C. Appointment of Director/s, Secretary, Manager	
D. Appointment of Legal Representative (if any)	
E. Power of Attorney (POA)	
4. *Memorandum & Articles of Association of the FZCO	Attested by Jafza
4. **Specimen Signatures of Appointed Director/s, Manager, Secretary, Legal Representative & POA Holder	Notarized & Attested
5. Valid Passport Copy of Appointed Director, Manager, Secretary, Legal Representative & POA Holder	Copy

• Jafza reserves the right to call for any extra documents if required.

• Each Legal Document set has to be sealed, if more than one page.

* As per Jafza Format. Specimen available with Jafza

** Can be Attested in Jafza. (Presence of Concerned Persons is required in Jafza)

Note- In case of absence of UAE Embassy in the Country of Origin of the Parent Company, the documents will be accepted if it is Notarized & Attested by any GCC/Arabic Embassy/Consulate in the Country of origin of the Parent Company and the documents have to be further attested by UAE Ministry of Foreign Affair.

Free Zone Establishment (FZE)- Non-Individual

List of Legal Documents Required from Shareholder

The following Legal documents are required (duly Notarized and Attested by UAE Embassy/Consulate) for Registration of Company.

1. Original Certificate of Incorporation or Original Certificate of Good Standing	Notarized & Attested
2. Memorandum and Articles of Association	Notarized & Attested
3. *Shareholder/Directors Resolution calling for	Notarized & Attested
a. Establishment of FZE in Jafza	
b. Details of Share and Share Capital	
c. Appointment of Director/s, Secretary, Manager	
d. Appointment of Legal Representative (if any)	
e. Power of Attorney (POA)	
4. *Memorandum & Articles of Association of the FZE	Attested by Jafza
4. **Specimen Signatures of Appointed Director/s, Manager, Secretary, Legal Representative & POA Holder	Notarized & Attested
5. Valid Passport Copy of Appointed Director, Manager, Secretary, Legal Representative & POA Holder	Copy

• Jafza reserves the right to call for any extra documents if required.

• Each Legal Document set has to be sealed, if more than one page.

*As per Jafza Format. Specimen available with Jafza

** Can be Attested in Jafza. (Presence of Concerned Persons is required in Jafza)

Note- In case of absence of UAE Embassy in the Country of Origin of the Parent Company, the documents will be accepted if it is Notarized & Attested by any GCC/Arabic Embassy/-Consulate in the Country of origin of the Parent Company and the documents have to be further attested by UAE Ministry of Foreign Affair.

Free Zone Establishment (FZE)- Individual

List of Legal Documents Required from Shareholder

The following Legal documents are required for Registration of Company.

- | | |
|---|-------------------|
| 1. *Shareholder Resolution calling for | Attested by Jafza |
| a. Establishment of FZE in Jafza | |
| b. Details of Share and Share Capital | |
| c. Appointment of Director/s, Secretary, Manager | |
| d. Power of Attorney (POA) | |
| 2. Founders Details / CV | |
| 3. *Memorandum & Articles of Association of the FZE | Attested by Jafza |
| 4. **Specimen Signatures of Appointed Director/s, Manager,
Secretary, & POA Holder | Attested by Jafza |
| 5. Valid Passport Copy of Appointed Director, Manager, Secretary,
& POA Holder | Copy |

• Jafza reserves the right to call for any extra documents if required.

• Each Legal Document set has to be sealed, if more than one page.

*As per Jafza Format. Specimen available with Jafza

** Attestation in Jafza will be done ONLY in presence of the Shareholder / Authorized signatory

Note- In case of absence of UAE Embassy in the Country of Origin of the Parent Company, the documents will be accepted if it is Notarized & Attested by any GCC/Arabic Embassy/Consulate in the Country of origin of the Parent Company and the documents have to be further attested by UAE Ministry of Foreign Affairs.

Free Zone Establishment (FZCO)- Individual

List of Legal Documents Required from Shareholders

The following Legal documents are required for Registration of Company.

- | | |
|---|-------------------|
| 1. *Shareholder Resolution calling for | Attested by Jafza |
| a. Establishment of FZCO in Jafza | |
| b. Details of Share and Share Capital | |
| c. Appointment of Director/s, Secretary, Manager | |
| d. Power of Attorney (POA) | |
| 2. Founders Details | |
| 3. *Memorandum & Articles of Association of the FZCO | Attested by Jafza |
| 4. **Specimen Signatures of Appointed Director/s, Manager,
Secretary, & POA Holder | Attested by Jafza |
| 5. Valid Passport Copy of Appointed Director, Manager,
Secretary, & POA Holder | Copy |

• Jafza reserves the right to call for any extra documents if required.

• Each Legal Document set has to be sealed, if more than one page.

*As per Jafza Format. Specimen available with Jafza

** Attestation in Jafza will be done ONLY in presence of the Shareholder / Authorized signatory

Note- In case of absence of UAE Embassy in the Country of Origin of the Parent Company, the documents will be accepted if it is Notarized & Attested by any GCC/Arabic Embassy/- Consulate in the Country of origin of the Parent Company and the documents have to be further attested by UAE Ministry of Foreign Affairs.