

BRANCH OF UAE BASED COMPANY

Sr. No	Required Documents
1	Application Form (Typed & Signed by the Authorized Signatory) - If Client is submitting Physical Form.
2	Environment, Health & Safety (EHS) Form (Typed & Signed by the Authorized Signatory)
3	Brief Company Profile & Business Plan (Project Summary) – One Page
4	UAE Company License Copy and List of Partners
5	Clear Valid Passport Copies (Min. 6 Months Validity) of the Partners with Residence Visas (if any)
6	Clear Valid Passport Copies (Min. 6 Months Validity) & Residence Visa Page (if any) of the proposed Manager of the Branch. Company to confirm in writing, in case the proposed manager does not have Residence Visa in UAE. Note - Client to select Proposed Activities from Jafza Activity List (with permitted number of activities & groups) – Website Link- http://jafza.ae/downloads/Activity-List.pdf

BRANCH OF OVERSEAS COMPANY

Sr. No	Required Documents
1	Application Form (Typed & Signed by the Authorized Signatory) - If Client is submitting Physical Form.
2	Environment, Health & Safety (EHS) Form (Typed & Signed by the Authorized Signatory)
3	Brief Company Profile & Business Plan (Project Summary) – One Page
4	Copy of Certificate of Incorporation and List of Partners or Directors of the Parent Company
5	Clear Valid Passport Copies (Min. 6 Months Validity) of the Partners or Directors with Residence Visas (if any)
6	Clear Valid Passport Copies (Min. 6 Months Validity) & Residence Visa Page (if any) of the proposed Manager of the Branch. Company to confirm in writing, in case the proposed manager does not have Residence Visa in UAE. Note - Client to select Proposed Activities from Jafza Activity List (with permitted number of activities & groups) – Website Link- http://jafza.ae/downloads/Activity-List.pdf

FREE ZONE ESTABLISHMENT (FZE) / FREE ZONE COMPANY (FZCO) (NON-INDIVIDUAL SHAREHOLDERS)

Sr. No	Required Documents
1	Application Form (Typed & Signed by the Authorized Signatory) - If Client is submitting Physical Form.
2	Environment, Health & Safety (EHS) Form (Typed & Signed by the Authorized Signatory)
3	Brief Company Profile & Business Plan (Project Summary) – One Page Copy of Certificate of Incorporation and List of Partners or Directors of the Parent Company. If Applicant is UAE Company then, UAE Company License Copy and List of Partners Clear Valid Passport Copies (Min. 6 Months Validity) of the Partners or Directors with Residence Visas (if any).
4	Clear Valid Passport Copies (Min. 6 Months Validity) & Residence Visa Page (if any) of the Director(s), Secretary & Proposed Manager. Shareholders to confirm in writing, in case Director, Secretary and Proposed manager does not have Residence Visa in UAE. Note - Client to select Proposed Activities from Jafza Activity List (with permitted number of activities & groups)- Website Link- http://jafza.ae/downloads/Activity-List.pdf

FREE ZONE ESTABLISHMENT (FZE) /FREE ZONE COMPANY (FZCO) (INDIVIDUAL SHAREHOLDERS)

Sr. No	Required Documents
1	Application Form (Typed & Signed by the Authorized Signatory) - If Client is submitting Physical Form.
2	Environment, Health & Safety (EHS) Form (Typed & Signed by the Authorized Signatory)
3	Business Plan (Project Summary) - One Page
4	Clear Valid Passport Copies (Min. 6 Months Validity) & Residence Visa Page (if any) of the Shareholder(s), Director(s), Secretary & Proposed Manager. Shareholders to confirm in writing, in case the proposed manager does not have Residence Visa in UAE. Note - Client to select Proposed Activities from Jafza Activity List (with permitted number of activities & groups) – Website Link- http://jafza.ae/downloads/Activity-List.pdf