

DMCC FREE ZONE SERVICES SCHEDULE OF CHARGES 2019

| Services | Applicability | Fees | Business Rules |
|---|---------------|--------|--|
| New Registration | | | |
| Application Fee | One time | 1,015 | All applications. Charges are non-refundable. |
| New Company Registration (Standard Activities) | One time | 9,000 | All registration applications, except General Trading, Business Centre, Hotel Licenses. |
| Preparation of Articles and Memorandum of Association (MoA) | One time | 2,000 | Applies to new companies, subsidiaries and joint ventures. Does not apply to branches. |
| Branch Company Registration (Standard Activities) | One time | 9,000 | All branch registration applications, except General Trading, Business Centre, Hotel Licenses. |
| New Company Registration (General Trading, Business Centre, Hotel licenses) | One time | 29,000 | Applies to companies that select General Trading, Hotel, Business Centre licenses. |
| Licenses | | | |
| Trading & Service License | Per annum | 20,265 | All applications. One license allows up to 6 activities from the same group activity (i.e. 74xx-xx). Any activity in a different license type requires an extra license. This pricing does not apply to Business Centre, General Trading, Industrial, Refineries and Hotels. |
| General Trading License | Per annum | 50,265 | Company may select General Trading to access all activities except oil and gas activities and regulated activities that require third party approvals. |
| Business Centre/Serviced Office License | Per annum | 50,265 | For companies approved to perform the activity 7010-17 Business Centre. |
| Licenses - Manufacturing Complex & Plots | | | |
| Industrial or Manufacturing License from 50 up to 100 square metres (1-2 Units) | Per annum | 8,265 | Applicable only to activity group (3691-xx). |
| Industrial or Manufacturing License from 101 up to 500 square metres (3-10 Units) | Per annum | 15,265 | Applicable only to activity group (3691-xx). |
| Industrial or Manufacturing License from 501 up to 1,000 square metres (11-20 Units) | Per annum | 20,265 | Applicable only to activity group (3691-xx). |
| Industrial or Manufacturing License from 1,0001 up to 1,500 square metres (21-30 Units) | Per annum | 25,265 | Applicable only to activity group (3691-xx). |
| Refineries (Industrial or Manufacturing License) All Units / Sizes | Per annum | 25,265 | Applicable only to activity group (2732-xx). |
| Licenses Renewal | | | |
| 1 year License Renewal | | 20,265 | Standard (trading and service) license fee (May vary if additional activities are chosen). |
| 2 years License Renewal | | 40,530 | Standard (trading and service) license fee (May vary if additional activities are chosen). |
| 3 years License Renewal | | 60,795 | Standard (trading and service) license fee (May vary if additional activities are chosen). |
| Late Fees for License renewal (0 - 30 days) | | 2,500 | |
| Late Fees for License renewal (31 - 60 days) | | 5,000 | |
| Late Fees for License renewal (61 - 90 days) | | 7,500 | |

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| Commercial Permit | | | |
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| Commercial Counter (for 1 month or less) | Per request | 500 | A dedicated counter to offer a service (Area size is less than 2x2 meters). |
| Commercial Counter (for 2 months or less) | Per request | 1000 | A dedicated counter to offer a service (Area size is less than 2x2 meters). |
| Commercial Counter (for 3 months or less) | Per request | 1500 | A dedicated counter to offer a service (Area size is less than 2x2 meters). |
| Commercial Kiosk (for 1 month or less) | Per request | 2000 | A dedicated kiosk to display and sell products or offer services (Area size is greater than 2x2 meters). |
| Commercial Kiosk (for 2 months or less) | Per request | 4000 | A dedicated kiosk to display and sell products or offer services (Area size is greater than 2x2 meters). |
| Commercial Kiosk (for 3 months or less) | Per request | 6000 | A dedicated kiosk to display and sell products or offer services (Area size is greater than 2x2 meters). |
| Self-Service Device (ATM Machines & Other type of machines) | Per annum | 1500 | Machines that provide Self-services for public: ATM Machine, Machines for paying utility bills, Photo copiers Machines and any type of machines that provide services. |
| Self-Service Device (Vending Machines) | Per annum | 500 | Machines that dispense products for sale for public use. |
| Annual Operational Fitness Certificate | | | |
| Annual Operational Fitness Certificate - Commercial Unit | Per annum | 450 | Applicable at license renewal and payable directly to Concordia. |
| Annual Operational Fitness Certificate - Retail Unit | Per annum | 1,000 | Applicable at license renewal and payable directly to Concordia. |
| Annual Operational Fitness Certificate – Industrial (Jewellery & Gemplex) | Per inspection | 3,000 | Applicable for new license, license renewal and address change. It is included in the new license, license renewal and address change service request fees. |
| Annual Operational Fitness Certificate – Industrial (Enterprise Zone) | Per inspection | 6,000 | Applicable for new license, license renewal and address change. It is included in the new license, license renewal and address change service request fees. |
| Registration Services Attestation | | | |
| Attestation of Resolution | Per request | 215 | Applicable only for licensed companies. |
| True Copy (License, MOA, Share Certificate, Certificate of Registration, Certificate of Name Change, Resolution -Original with DMCC-) | Per request | 215 | Applicable only for licensed companies. |
| Registration Arabic Letters (Arabic Letters to 3rd Parties) | | | |
| Arabic Letters (New) | Per request | 215 | Applicable only for registered companies that are not yet licensed. |
| Arabic Letters (Renewal) | Per request | 215 | Applicable only for licensed companies. |
| Arabic Letters (Additional Activity) | Per request | 215 | Applicable only for licensed companies. |
| Arabic Letters (Additional License) | Per request | 215 | Applicable only for licensed companies. |
| Arabic Letters (Change of Address) | Per request | 215 | Applicable only for licensed companies |

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| Registration Certificates | | | |
| Certificate of Good Standing | Per request | 3,015 | Applicable only for licensed companies. |
| Registration No Objection Certificates (NOCs) | | | |
| NOC to Open Bank Account | Per request | 265 | Applicable only for licensed companies. |
| NOC to Open Branch | Per request | 265 | Applicable only for licensed companies. |
| NOC to Open LLC (Subsidiary or become partner) | Per request | 265 | Applicable only for licensed companies. |
| NOC to Emirates Post | Per request | 265 | Applicable only for licensed companies. |
| NOC to Land Department (Licensed Company) | Per request | 265 | Applicable only for licensed companies. |
| NOC to Land Department (De-registration & Termination) | Per request | 265 | Applicable only for licensed companies. |
| NOC to DEWA | Per request | 265 | Applicable only for licensed companies. |
| NOC to DEWA (Registered Companies) | Per request | 265 | Applicable only for registered companies that are not yet licensed. |
| NOC to DU | Per request | 265 | Applicable only for licensed companies. |
| NOC to DU (Registered Companies) | Per request | 265 | Applicable only for registered companies that are not yet licensed. |
| NOC to Etisalat - Provisionally Registered Companies | Per request | 265 | |
| NOC to Etisalat - Licensed Companies | Per request | 265 | |
| NOC for Unit Owners' Fit-Out (Concordia) | Per request | 265 | |
| NOC to Concordia (Add License, Change of Address, Add Activity, Fit-Out) | Per request | 265 | Applicable only for licensed companies. |
| NOC (General) Arabic/English | Per request | 265 | |
| Lost Documents | | | |
| Lost Certificate of Registration | Per request | 2,815 | Applicable only for licensed companies. Applicable to non-E Certificate of Registration |
| Lost Shares Certificate | Per Copy | 2,815 | Applicable only for licensed companies. Applicable to non-E Share Certificate |
| Lost Memorandum and Articles of Association | Per Copy | 2,815 | Applicable only for licensed companies. |
| Extracts | | | |

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| Registry Extract | Per request | 515 | |
| Extract of (Shareholders, Directors, Manager, Secretary, Legal Representatives, Authorised Signatory) | Per request (per list) | 215 | |
| Permits | | | |
| Shisha Permit (Indoor Only) | Per request | 20,015 | |
| Shisha Permit (Indoor & Outdoor) | Per request | 40,015 | |
| 24 Hours Operations Permit | Per request | 1,515 | |
| Ramadan Permit | Per request | 1,515 | |
| Full Time Dedicated Workstation Permit | Per unit per year | 3,000 | Full Time Dedicated Workstation Permit available to DMCC licensed Business Center Operators only. |
| Other Letters | | | |
| Suffix Change Letter | Per request | Free | Applicable for JLT companies that changed to DMCC by Authority. |
| New Bank Letter (90 days) | Per request | 215 | Applicable only for registered companies not yet licensed. |
| Extension of Provisional Approval (90 days) | Per request | 215 | Applicable only for registered companies not yet licensed. |
| Lost Establishment Card Letter | Per request | 165 | |
| Registration Amendments | | | |
| Company Name Change | Per request | 4,515 | |
| Status Conversion from Branch to Subsidiary | Per request | 4,515 | |
| Change of Director/Secretary/Legal Representative (Change of Officer - Director, Secretary and Legal Representative) | Per request | 1,515 | |
| Change of Manager (Change of Officer - Manager) | Per request | 1,515 | |
| Amendment to Memorandum and Articles of Association | Per request | 2,015 | |
| Amendment Cancellation - Management Change | Per request | 515 | Applicable only if the application is not yet approved by Legal Registrar. |
| Amendment Cancellation - Structure Change | Per request | 515 | Applicable only if the application is not yet approved by Legal Registrar. |
| Share Capital - Increase / Decrease | Per request | 4,515 | |
| Share Pledge Registration | Per request | 4,515 | |
| Share Transfer | Per request | 4,515 | |

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| Change in Financial Year | Per request | 2,015 | |
| Change of Domicile and Name of the Parent Company | Per request | 2,015 | Applicable for Branch companies only whose parent company had changed its name. For non-branch, please see Change of Details of Shareholders. |
| Company De-registration | One time | 2,015 | Applicable for a company that was only registered and never issued a license. |
| Company Termination | Per request | 8,140 | Liquidation of a company. Company De-registration and License Termination process. |
| Change of Officer's Name / Nationality / Address on Legal Documents | Per request | 1,515 | |
| Change of Shareholder's Name / Nationality / Address on Legal Documents | Per request | 2,015 | If the shareholder is also a DMSL, only one charge of AED 2,015 will apply and all amendments will be done at once. |
| Apply to Appoint or Change a Banker | Per request | Free | |
| Apply to Appoint or Change an Auditor | Per request | Free | |
| Apply to Submit Audited Financial Reports | Per request | Free | |
| Apply for Company Suffix Name Change | Per request | Free | |
| Amalgamation | Per request | 15,015 | |
| Company Re-instatement (Reactivation) | Per request | 30,280 (Minimum) | License fees depending on the chosen activities and categories of license. This includes License Fees and Reactivation Fee. |
| License Amendments | | | |
| License Address Amendment | Per request | 1,515 | |
| License Termination | Per request | 6,125 | Applicable for companies with more than 1 active license. Please see Company Termination if the company is to be closed down. |
| Apply / Change a Company Operating Name | Per request | 1,515 | |
| Terminate a License by Authority | Per request | 6,125 | |
| License Activity Amendment/Addition | Per request | 1,515 | <p>*Additional activities over 6 activities beginning with the same first 2 digits (i.e. 50xx-xx) can be added for a fee of AED 1,515 per activity annually.</p> <p>*Additional activities that begin with the same first 1 digit (i.e. 51xx-xx) can be added for a fee of AED 10,000 annually, and this allows up to 6 activities from that same new activity division (2 digit group i.e. 51xx-xx).</p> <p>*Additional activities that begin with completely different first 2 digits (i.e. 74xx-xx) can be added for a fee of AED 20,265 annually, and this allows up to 6 activities from that same new activity division (2 digit group i.e. 74xx-xx).</p> <p>*Any activities that are from a different license type (Service, Trading and Industrial) will require a new license, at a fee of AED 20,265 annually regardless of the code. (Different Pricing for Industrial license will apply).</p> |
| DMCC Approved Auditors | | | |
| Non-refundable Registration Fee for non DMCC auditors | One time | 5,000 | A one-time non-refundable for non DMCC auditors. |
| Non-refundable Registration Fee for DMCC member company auditors | One time | 2,000 | A one-time non-refundable for DMCC member company auditors. |

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| Annual renewal fee | Per annum | 3,000 | |
| Re-application fee | | 10,000 | Where an auditor has previously been rejected to become an Approved Auditor. |
| Employment Related Priority Services | | | |
| Employment Residence Permit (Visa) - New - Outside the Country | Per request | 5,360.00 | Priority service is only applicable for stamping stage. |
| Employee Residence Permit (Visa) - New - Inside the Country without Amendment | Per request | 5,800.00 | Priority service is only applicable for stamping stage. |
| Employee Residence Permit (Visa) - New - Inside the Country with Amendment | Per request | 6,562.50 | Priority service is only applicable for stamping stage. |
| Employment Cancellation Inside the Country | Per request | 837.50 | |
| Employment Cancellation Outside the Country | Per request | 877.50 | |
| Company Establishment Card Annual Renewal | Per card | 2,185.00 | |
| Company Coordinator | | | |
| Appoint New Company Coordinator | Per request | 20 | |
| Renew Existing Company Coordinator | Per request | 20 | |
| Update Details of Existing Company Coordinator | Per request | Free of charge | |
| Revoke Existing Company Coordinator | Per request | Free of charge | |
| Employment Related Services | | | |
| Online KYC Verification & E-signature Activation Request | Per request | 230 | |
| Increase In Visa Quota - Application Fees | Per request | 250 | The amount is non-refundable. |
| Increase In Visa Quota - Service Fees | Per additional visa requested | 500 | The amount is refundable if the additional visa request is declined. The total refundable amount will be calculated based on the number of such visa request declined. |
| Issue Company Establishment Card | Per card | 1,805.00 | |
| Company Establishment Card Annual Renewal | Per card | 1,785.00 | |
| Late Fees for Company Establishment Card Renewal | Per month | 100 | These late penalty fees are charged on monthly basis as per the rules of the General Directorate of Residency and Foreigners Affairs-Dubai (GDRFA). |
| Establishment card amendment - Name change for a valid card | Per card | 315 | If the card is still valid. |
| Establishment card amendment - Name Change & card renewal | Per card | 1,805.00 | If the card has expired. |
| Visit Visa File Opening | Per request | 5,040 | The amount is non refundable and company can apply for 5 visit visas. |

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| Visit Visa File Opening Deposit | Per request | 5,040 | The amount is refundable. |
| Business Visitor Visa | Per request | 1,587.50 | 30 days visa. Can neither be extended or renewed. |
| Employment Visa Deposit | Per visa | 3,000 | The amount is refundable. |
| Employment Residence Permit (Visa) - New - Outside the Country - 3 Years Visa | Per request | 3,360.00 | |
| Employee Residence Permit (Visa) - New - Outside the Country (50 Plus Visas) - 3 Years Visa | Per request | 3,030.00 | Discounted rate for 50+ visas. |
| Employee Residence Permit (Visa) - New - Outside the Country (100 Plus Visas) - 3 Years Visa | Per request | 2,705.00 | Discounted rate for 100+ visas. |
| Employee Residence Permit (Visa) - New - Outside the Country (200 Plus Visas) - 3 Years Visa | Per request | 2,370.00 | Discounted rate for 200+ visas. |
| Employee Residence Permit (Visa) - New - Inside the Country without Amendment - 3 Years Visa | Per request | 3,800.00 | |
| Employee Residence Permit (Visa) - New - Inside the Country without Amendment (50 Plus Visas) - 3 Years Visa | Per request | 3,425.00 | Discounted rate for 50+ visas. |
| Employee Residence Permit (Visa) - New - Inside the Country without Amendment (100 Plus Visas) - 3 Years Visa | Per request | 3,050.00 | Discounted rate for 100+ visas. |
| Employee Residence Permit (Visa) - New - Inside the Country without Amendment (200 Plus Visas) - 3 Years Visa | Per request | 2,675.00 | Discounted rate for 200+ visas. |
| Employee Residence Permit (Visa) - New - Inside the Country with Amendment - 3 Years Visa | Per request | 4,562.50 | |
| Employee Residence Permit (Visa) - New - Inside the Country with Amendment (50 Plus Visas) - 3 Years Visa | Per request | 4,192.50 | Discounted rate for 50+ visas. |
| Employee Residence Permit (Visa) - New - Inside the Country with Amendment (100 Plus Visas) - 3 Years Visa | Per request | 3,812.50 | Discounted rate for 100+ visas. |
| Employee Residence Permit (Visa) - New - Inside the Country with Amendment (200 Plus Visas) - 3 Years Visa | Per request | 3,442.50 | Discounted rate for 200+ visas. |
| Employment Residence Permit (Visa) - New - Outside the Country - 2 Years Visa | Per request | 2,461.50 | |
| Employee Residence Permit (Visa) - New - Outside the Country (50 Plus Visas) - 2 Years Visa | Per request | 2,275.50 | Discounted rate for 50+ visas. |
| Employee Residence Permit (Visa) - New - Outside the Country (100 Plus Visas) - 2 Years Visa | Per request | 2,094.50 | Discounted rate for 100+ visas. |
| Employee Residence Permit (Visa) - New - Outside the Country (200 Plus Visas) - 2 Years Visa | Per request | 1,897.50 | Discounted rate for 200+ visas. |
| Employee Residence Permit (Visa) - New - Inside the Country without Amendment - 2 Years Visa | Per request | 2,897.50 | |
| Employee Residence Permit (Visa) - New - Inside the Country without Amendment (50 Plus Visas) - 2 Years Visa | Per request | 2,670.50 | Discounted rate for 50+ visas. |
| Employee Residence Permit (Visa) - New - Inside the Country without Amendment (100 Plus Visas) - 2 Years Visa | Per request | 2,439.50 | Discounted rate for 100+ visas. |
| Employee Residence Permit (Visa) - New - Inside the Country without Amendment (200 Plus Visas) - 2 Years Visa | Per request | 2,202.50 | Discounted rate for 200+ visas. |
| Employee Residence Permit (Visa) - New - Inside the Country with Amendment - 2 Years Visa | Per request | 3,664.00 | |

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| Employee Residence Permit (Visa) - New - Inside the Country with Amendment (50 Plus Visas) - 2 Years Visa | Per request | 3,438.00 | Discounted rate for 50+ visas. |
| Employee Residence Permit (Visa) - New - Inside the Country with Amendment (100 Plus Visas) - 2 Years Visa | Per request | 3,206.00 | Discounted rate for 100+ visas. |
| Employee Residence Permit (Visa) - New - Inside the Country with Amendment (200 Plus Visas) - 2 Years Visa | Per request | 2,970.00 | Discounted rate for 200+ visas. |
| Employment Residence Permit (Visa) - New - Outside the Country - 1 Year Visa | Per request | 2,236.50 | |
| Employee Residence Permit (Visa) - New - Outside the Country (50 Plus Visas) - 1 Year Visa | Per request | 2,053.50 | Discounted rate for 50+ visas. |
| Employee Residence Permit (Visa) - New - Outside the Country (100 Plus Visas) - 1 Year Visa | Per request | 1,877.50 | Discounted rate for 100+ visas. |
| Employee Residence Permit (Visa) - New - Outside the Country (200 Plus Visas) - 1 Year Visa | Per request | 1,686.50 | Discounted rate for 200+ visas. |
| Employee Residence Permit (Visa) - New - Inside the Country without Amendment - 1 Year Visa | Per request | 2,671.50 | |
| Employee Residence Permit (Visa) - New - Inside the Country without Amendment (50 Plus Visas) - 1 Year Visa | Per request | 2,448.50 | Discounted rate for 50+ visas. |
| Employee Residence Permit (Visa) - New - Inside the Country without Amendment (100 Plus Visas) - 1 Year Visa | Per request | 2,222.50 | Discounted rate for 100+ visas. |
| Employee Residence Permit (Visa) - New - Inside the Country without Amendment (200 Plus Visas) - 1 Year Visa | Per request | 1,991.50 | Discounted rate for 200+ visas. |
| Employee Residence Permit (Visa) - New - Inside the Country with Amendment - 1 Year Visa | Per request | 3,439.00 | |
| Employee Residence Permit (Visa) - New - Inside the Country with Amendment (50 Plus Visas) - 1 Year Visa | Per request | 3,216.00 | Discounted rate for 50+ visas. |
| Employee Residence Permit (Visa) - New - Inside the Country with Amendment (100 Plus Visas) - 1 Year Visa | Per request | 2,989.00 | Discounted rate for 100+ visas. |
| Employee Residence Permit (Visa) - New - Inside the Country with Amendment (200 Plus Visas) - 1 Year Visa | Per request | 2,759.00 | Discounted rate for 200+ visas. |
| Visa Amendment Charges | Per request | 772.50 | |
| Entry Permit Cancellation | Per request | 437.50 | |
| Employment Residence Permit (RP) Renewal | Per request | 3,377.50 | |
| Transfer from Other Free Zones to DMCC | Per request | 4,354.50 | |
| Transfer from DMCC to Other Free Zones / Government | Per request | 405 | |
| Employment Cancellation Inside the Country | Per request | 437.50 | |
| Employment Cancellation Outside the Country | Per request | 477.50 | |
| Company Employment Card (CEC) Replacement | Per request | 605 | |
| Employment Residence Permit (RP) Stamping (Lost Passport) | Per request | 677.50 | |

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| Employment Residence Permit (RP) Transfer to New Passport | Per request | 477.50 | |
| Employment Contract (EC) Amendment (Salary Change) | Per request | 205 | |
| Employment Contract (EC) Amendment (Profession Change) | Per request | 527.50 | |
| Employment Contract (EC) Amendment (Profession and Salary Change) | Per request | 527.50 | |
| Employment Contract (EC) Template Amendment | Per request | 1,005 | |
| New Absconder Declaration | Per request | 5,747.50 | |
| Absconder Declaration Withdrawal | Per request | 1,818.50 | |
| Employee Passport Details Amendment | Per request | Free | |
| Identity Card | Per request | 1,115 | For GCC & Emirati Nationals and employees on father / husband sponsorship. |
| Identity Card Renewal | Per request | 1,115 | For GCC & Emirati Nationals and employees on father / husband sponsorship. |
| Identity Card Cancellation | Per request | 215 | For GCC & Emirati Nationals and employees on father / husband sponsorship. |
| New Access Approval (1 month) | Per request | 115 | For Employees of a related company. |
| New Access Approval (3 months) | Per request | 265 | For Employees of a related company. |
| New Access Approval (12 months) | Per request | 515 | For Employees of a related company. |
| Access Approval Renewal | Per request | 515 | For Employees of a related company. |
| Access Approval Cancellation | Per request | Free | For Employees of a related company. |
| Courier Charges for Visa and Establishment Card related requests – Business Centre/ Flexi Desk | Per request | 30 | |
| Courier Charges for Visa and Establishment Card related requests – Non-Business Centre/ Physical Office | Per request | 20 | |
| Salary Certificate (Arabic) | Per request | 165 | |
| Salary Certificate to Bank (English) | Per request | 165 | |
| Salary Certificate to Consulate/Embassy (Arabic) | Per request | 165 | |
| Salary Certificate to Consulate/Embassy (English) | Per request | 165 | |
| Employment Service Certificate (English) | Per request | 165 | |
| Employment Service Certificate (Arabic) | Per request | 165 | |

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| Letter to Consulate / Embassy | Per request | 165 | |
| DMCC Approval to Consulate/Embassy to Obtain a Schengen Visa (English) | Per request | 165 | |
| Letter to Consulate / Embassy with Employee Details (Arabic) | Per request | 165 | |
| Approval to Obtain Police Letter for Lost Documents (Arabic) | Per request | 165 | |
| Approval to Obtain UAE Ports Clearance | Per request | 165 | |
| NOC for Boat Registration (Arabic) | Per request | 165 | |
| NOC for Alcohol License | Per request | 165 | |
| NOC for Family Hold | Per request | 60 | |
| NOC for Employee to Open a Business | Per request | 165 | |
| NOC for Learner's Permit or Conversion Driving License (RTA) | Per request | 165 | |
| Register Company Vehicle (RTA) | Per request | 165 | |
| Emirates ID Typing Service | Per request | 450.00 | The service is available for New Employment Residence Visa, Employment Residence Visa Renewal and Employment Residence Visa Transfer to DMCC. |
| Urgent Medical Fitness Certificate Typing Service (24 hours) | Per request | 530.00 | |
| Urgent Medical Fitness Certificate Typing Service (48 hours) | Per request | 430.00 | |
| Normal Medical Fitness Certificate Typing Service (3-5 working days) | Per request | 320.00 | |
| VIP Medical Fitness Certificate Typing Service | Per request | 770.00 | |
| Dependents Visa | | | |
| Wife Residence Permit (Visa) - New - Outside the Country | Per request | 1,991.50 | |
| Wife Residence Permit (Visa) - New - Inside the Country with Amendment | Per request | 3,812.50 | |
| Wife Residence Permit (Visa) - New - Inside the Country without Amendment | Per request | 2,641.50 | |
| Child (Under 18) Residence Permit (Visa) - New - Outside the Country | Per request | 1,991.50 | |
| Child (Under 18) Residence Permit (Visa) - New - Inside the Country with Amendment | Per request | 3,812.25 | |
| Child (Under 18) Residence Permit (Visa) - New - Inside the Country without Amendment | Per request | 2,641.50 | |
| New Born Baby Residence Permit (Visa) - New - Outside the Country (Only) | Per request | 1,991.50 | |

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| New Born Baby Residence Permit (Visa) - New - Inside the Country (Only) | Per request | 1,170.50 | |
| Daughter (Above 18) Residence Permit (Visa) - New - Outside the Country | Per request | 1,991.50 | |
| Daughter (Above 18) - Residence Permit (Visa) - New - Inside the Country with Amendment | Per request | 3,812.25 | |
| Daughter (Above 18) - Residence Permit (Visa) - New - Inside the Country without Amendment | Per request | 2,641.50 | |
| Son (Above 18) Residence Permit (Visa) - New - Outside the Country | Per request | 1,991.50 | |
| Son (Above 18) Residence Permit (Visa) - New - Inside the Country with Amendment | Per request | 3,812.25 | |
| Son (Above 18) Residence Permit (Visa) - New - Inside the Country without Amendment | Per request | 2,641.50 | |
| Parents or Parents in Law Residence Permit (Visa) - New - Outside the Country | Per request | 2,091.50 | |
| Parents or Parents in Law Residence Permit (Visa) - New - Inside the Country with Amendment | Per request | 3,612.25 | |
| Parents or Parents in Law Residence Permit (Visa) - New - Inside the Country without Amendment | Per request | 2,441.50 | |
| Wife Residence Permit (Visa) Renewal | Per request | 1,170.75 | |
| Child (Below 18) Residence Permit (Visa) Renewal | Per request | 1,170.75 | |
| Son (Above 18) Residence Permit (Visa) Renewal | Per request | 1,170.75 | |
| Daughter (Above 18) Residence Permit (Visa) Renewal | Per request | 1,170.75 | |
| Parents or Parents in Law Residence Permit (Visa) Renewal | Per request | 970.75 | |
| All Dependents Residence Permit (Visa) Cancellation - Inside Country | Per request | 520.75 | |
| All Dependents Residence Permit (Visa) Cancellation - Outside Country | Per request | 620.75 | |
| Sponsor - Opening New File in GDRFA | Per request | 215.75 | |
| Visa Amendment | Per request | 812.50 | |
| Mediation Services | | | |
| Workplace Mediation Filing Fee or NOC requested by employer | Per request | 205 | Non-refundable |
| Workplace Mediation Filing Fee or NOC requested by employee | Per request | 205 | Non-refundable |
| Workplace Mediation request for a further NOC | Per request | 400 | Non-refundable |
| Silver Mediation Filing Fee | Per request | 480 | Non-refundable |

DMCC FREE ZONE SERVICES SCHEDULE OF CHARGES 2019

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| Silver Mediation Fee (Value of claim - Up to and including AED 50,000) | Per request | 1,500 | Depends on the value of the claim and payable by the parties before the mediation can proceed |
| Gold Mediation Filing Fee | Per request | 480 | Non-refundable |
| Gold Mediation Fee (Value of claim - Above AED 50,000 up to and including AED 100,000) | Per request | 9,700 | Depends on the value of the claim and payable by the parties before the mediation can proceed |
| Gold Mediation Fee (Value of claim - Above AED100,000 up to and including AED 250,000) | Per request | 10,800 | Depends on the value of the claim and payable by the parties before the mediation can proceed |
| Gold Mediation Fee (Value of claim - Above AED 250,000 up to and including AED 500,000) | Per request | 11,900 | Depends on the value of the claim and payable by the parties before the mediation can proceed |
| Gold Mediation Fee (Value of claim - Above AED 500,000 up to and including AED 1,000,000) | Per request | 12,500 | Depends on the value of the claim and payable by the parties before the mediation can proceed |
| Platinum Mediation Filing Fee | Per request | 480 | Non-refundable |
| Platinum Mediation Fee (Value of claim - Above AED 1,000,000 up to and including AED 2,500,000) | Per request | 21,000 | Depends on the value of the claim and payable by the parties before the mediation can proceed |
| Platinum Mediation Fee (Value of claim - Above AED 2,500,000 up to and including AED 5,000,000) | Per request | 24,500 | Depends on the value of the claim and payable by the parties before the mediation can proceed |
| Platinum Mediation Fee (Value of claim - Above AED 5,000,000 up to and including AED 10,000,000) | Per request | 28,000 | Depends on the value of the claim and payable by the parties before the mediation can proceed |
| Platinum Mediation Fee (Value of claim - Above AED 10,000,000) | Per request | 34,500 | Depends on the value of the claim and payable by the parties before the mediation can proceed |
| Free Zone Sales & Leasing | | | |
| Office | | | |
| Core & Shell | Upon start of tenancy | 60-150 /Sq. Ft. | Deposit + Rent in in two instalments, payable in advance. |
| Fitted | Upon start of tenancy | 75-180 /Sq. Ft. | Deposit + Rent in in two instalments, payable in advance. |
| Business Centre | | | |
| Flexi-Desk | Upon start of tenancy | 16,000 - 19,000 | Admin Charges, Deposit and Rent in one instalment, payable in advance. |
| Serviced Desk | Upon start of tenancy | 22,000 - 35,000 | Admin Charges, Deposit and Rent in one instalment, payable in advance. |
| Serviced Office | Upon start of tenancy | 35,000 - 70,000 | Admin Charges, Deposit and Rent in one instalment, payable in advance. |
| Admin Fees | New Lease & Renewal | 625 | Payable with Rent in advance. |
| Late Renewal of Lease | On delayed renewal | 500 per month | starts on date of lease expiry and for 3 months, after which lease will be automatically terminated. |
| Meeting Room | Per request | 75 / hour and 400 for full day | Booking is available for all DMCC members. Payment to be received in advance. |
| Serviced Office Day Rent | Per request | 200 / day | Payment to be received in advance. |
| Business Package | Per request | 500 per month | For DMCC members and payable directly to ServCorp. |

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| Full Time Dedicated Workstation Permit Application | Per unit per year | 1,500 | Full Time Dedicated Workstation Permit available to DMCC licensed Business Center Operators only. |
| Retail (One JLT, Almas, AU, AG, JGX) | | | |
| Core & Shell | Upon start of tenancy | 100 - 200 / Sq.Ft. indicative | Deposit + Rent in in two instalments, payable in advance. |
| Detached Retail | Upon start of tenancy | 125 - 140 / Sq.Ft. indicative | Deposit + Rent in in two instalments, payable in advance. |
| Title Deed NOC Fees | With application | 2,700 per unit | NOC will be issued by DMCC, client to process application directly with the Land Department. |
| Change in the Name of Company to be Reflected in Purchase /Lease Agreement (Variation Agreement) | Per request | 500 per unit | Request to be received on company Letterhead and signed by authorised signatory. |
| Lost or misplaced Property Sales Agreement Copy to Be Reissued by DMCC | Per request | 500 per unit | Request to be received on company Letterhead and signed by authorised signatory. |
| Late Payment Fees for Installment | On delayed payment | 500 per month | Starts on date when the payment is due and stops on date of payment receipt. |
| Bounced Cheque Fees | On cheque return | 1,000 | |
| Memberships | | | |
| Dubai Diamond Exchange Membership (For Diamond Trading Companies Only) | Per annum per member | 500 | |
| Energy Club Membership | | | |
| Key Member | Includes 5 memberships | 4,000 | |
| Large Corporate | Includes 5 memberships | 4,000 | |
| Medium Corporate | Includes 4 memberships | 3,000 | |
| Small Corporate | Includes 3 memberships | 2,000 | |
| Individual Membership | | 1,000 | |
| Value Added Services | | | |
| Company Stamp | Per request | 115 | For more information, please visit www.dmcc.ae/value-added-services-business-solutions . |
| Insurance Packages | Per request | Price on application | For more information, please visit www.dmcc.ae/insurance-services . |
| Business Packages | Per request | Price on application | For more information, please visit www.dmcc.ae/dmcc-business-package . |
| Recruitment Packages | Per request | Price on application | For more information, please visit www.dmcc.ae/recruitment-services . |
| Business Solutions | Per request | Price on application | For more information, please visit www.dmcc.ae/value-added-services-business-solutions . |
| Corporate Credit Card | Per request | Free | For more information, please visit www.dmcc.ae/open-a-business-value-added-services-finance . |

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| Almas Conference Centre Booking | Per request | Price on application | For bookings, please email almasconference@dmcc.ae . |
| Commemorative Certificate | Per request | 265 | For more information, please visit www.dmcc.ae/value-added-services-business-solutions |
| DUNS Number | Per request | 400 | For more information, please visit www.dmcc.ae/free-zone-duns-service |
| Astrolabs Dubai Tech Hub | | | For more information, please visit www.dmcc.ae/value-added-services-tech . |
| Food Trade Group Membership | | | |
| Trade Member - SME | All benefits | 1,840 (annually) | For more information, please visit www.dmcc.ae/food-trade-group |
| Trade Member - Medium Corporate | All benefits, plus 1 additional registration per event | 2,940 (annually) | For more information, please visit www.dmcc.ae/food-trade-group |
| Trade Member - Large Corporate | All benefits, plus 2 additional registrations per event | 4,040 (annually) | For more information, please visit www.dmcc.ae/food-trade-group |
| Associate Member | All benefits | 2,940 (annually) | For more information, please visit www.dmcc.ae/food-trade-group |
| Professional Member | All benefits, plus 1 additional registration per event | 4,590 (annually) | For more information, please visit www.dmcc.ae/food-trade-group |

General Conditions

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| 1. All charges are expressed in UAE Dirhams. All charges are subject to AED 20 Knowledge & Innovation Dirham fees. |
| 2. All fees and charges mentioned in this schedule are subject to change by DMCC without prior notice. Updated schedule will be available on DMCC website at www.dmcc.ae |
| 3. Charges for any services not mentioned in this schedule will be available on request. |
| 4. Please note that some of the above DMCC services will be subject to VAT. |