

UAE Free Zone Application - Documents Checklist

Documents commonly required for a free-zone company / establishment application.

How Emirae.Pro helps: Need help preparing these documents? Describe your setup once and compare up to 5 verified UAE consultants - free, no obligation: <https://emirae.pro/submit-request/>

Application & identity

- Completed application form + selected activity
from: Free zone
- Passport copies - shareholders, directors, manager
from: Each individual
- Passport-size photos
from: Each individual
- UAE visa / entry stamp copy
If resident - from: Each individual
- Emirates ID
If resident - from: Each individual
- NOC from current sponsor
If on another UAE visa - from: Employer
- Proof of address
Often requested - from: Each individual

Company & capital

- Three trade-name options
from: You
- MoA/AoA (FZ-LLC / multi-shareholder)
from: Free zone / agent
- Share capital declaration or bank letter
Some zones - from: You
- Business plan
Some zones/activities - from: You

Corporate shareholder (if any)

- Certificate of incorporation + MoA/AoA - attested
If corporate shareholder - from: Parent company
- Board resolution to incorporate + appoint manager - attested
If corporate shareholder - from: Parent company

Facility

- Facility choice - flexi-desk, office or warehouse
from: Free zone

Tip: each free zone (IFZA, Meydan, SHAMS, RAKEZ, SPC, DMCC, DIFC, ADGM, JAFZA...) has its own form set, capital and attestation rules. Confirm with the specific zone.

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