

# License - Amendment

## Description

This service allows the company to change the Company Name, Manager, Business Address and Business Activity.

## Process



## Timeline

▣ 1 Business Day

## Fees

▣ AED 2,100

## Documents Required

### Shareholder ( Amend, Add/Remove)

- ▣ Application form
- ▣ Original stamped Board of Resolution
- ▣ Passport copy of Shareholders, Directors and Managers
- ▣ Visa/entry stamp copy of Shareholders, Directors and Managers
- ▣ Ultimate Beneficial Owner Declaration
- ▣ KYC (Know Your Customer) video

### Activity(s) (Amend, Add/Remove)

- ▣ Original stamped Board of Resolution
- ▣ Attested degree copy of manager (if activity is related to legal)
- ▣ CV of manager (if activity is related to finance or education)
- ▣ Trademark for operating name (if applicable)

### Company name change

- ▣ Proposed name
- ▣ Original stamped Board of Resolution

## Documents Specifications

### Passport

- ▣ Coloured and clear full page Passport copy
- ▣ Passport should be valid for a minimum of 6 months
- ▣ Additional remarks for below nationalities:
- ▣ India – First and last page copy
- ▣ Pakistan – First and second page copy
- ▣ Sri Lanka – First and fourth page copy
- ▣ US – Special comment page copy
- ▣ Nepal – First and last page copy