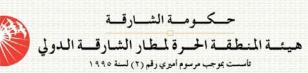
Government of Sharjah

Sharjah Airport International Free Zone Authority



SAIF Zone/LLL/2018



Leasing, Licensing & Legal Affairs

Application for License Amendments

Company Name		Contact Number				
Premises Leased		Location	Lease Exp.			
License Type		License No.	License Exp			
	Owner of the above mentioned onents in License to be incorpora		subject to approval of the SAIF ZONE Authority, mpany.			
Change of Lic	eense Activity / Category License Type	License Category	License Activity			
Current	License Type	License Category	License Activity			
Proposed						
example, <u>Com</u> activity as Trac			se where license type & license category is same (For n be changed to <u>Commercial Standard</u> license having			
Sr. No	License Type	License Category	License Activity			
1						
2						
Request for C	ancellation of License(s)					
Sr. No	License Type	License Category	License Activity			
1						
2						
done at the tim	e of expiry of license since license faccept all previous liabilities rela	ees is not refunded if cancelled du				
Authorized repre	esentative on behalf of Compa	ny				
Name		Passport Nu	mber / ID Number			
applicable) is true & co Federal Rules and any	rrect. In the event of any discrepancy to	the above mentioned information, the	e signature(s) in this request & attached board resolution (if ne undersigned and the company will be liable to Local and roval and the resultant documents and transactions will be			
Authorized Signa	atory & Company Stamp case check the requirements & fees	OH FOVOPSO	For SAIF ZONE official use (Signature Verified)			

LEASING, LICENSING & LEGAL AFFAIRS

Requirements

Requirements for Change of License Activity / Category

- 1. SAIF ZONE application form <u>duly typed</u>, <u>signed & stamped</u> for License Amendments.
- 2. **Board Resolution** signed by all the Shareholders of the company (to be supported by POA or initial board resolution authorizing the signatory(s) for respective amendment if applicable). In case of new board resolution for branch & subsidiary companies, must be attested from embassy in country of origin & MOFA in UAE.
- 3. **Project summary** for proposed new category/activity.
- 4. Original license (With old activity) has to be returned (if valid).
- 5. Health Section approval is required for all Industrial license (new/additional/amendments) (L2 Building, 1st floor)
- Department of Civil Aviation dept. approval is required for Aviation related license (new/additional/amendments).
- 7. Fees Payable:
 - a. If the current license is expired then full amount should be paid.
 - b. If the license is not expired then difference amount as per prorate for upgrading of *license category* to be paid. No credit applicable for the fee paid against earlier license.
 - c. If the license is not expired then amendment fees of **Dhs. 1000**/- will be charged to *amend the activity within same category* (License expiry date will not be changed).

Requirements for Additional License

- 1. SAIF ZONE application form <u>duly typed</u>, signed & stamped for License Amendments.
- 2. **Board Resolution** signed by all the Shareholders of the company (to be supported by POA or initial board resolution authorizing the signatory(s) for respective amendment if applicable). *In case of new board resolution for branch & subsidiary companies, must be attested from embassy in country of origin & MOFA in UAE.*
- 3. **Project summary** for proposed new license.
- 4. Health Section approval is required for all Industrial license (new/additional/amendments) (L2 Building, 1st floor).
- 5. **Department of Civil Aviation dept.** approval is required for Aviation related license (new/additional/amendments).
- 6. Fees Payable:
 - a. Payment of License Fees as applicable (additional license will be issued till the expiry date of current Lease & License unless validity is less then <u>2</u> months)

Requirements for Cancellation of License

- 1. SAIF ZONE application form *duly typed*, *signed & stamped* for License Amendments.
- 2. **Board Resolution** signed by all the Shareholders of the company (to be supported by POA or initial board resolution authorizing the signatory(s) for respective amendment if applicable). In case of new board resolution for branch & subsidiary companies, must be attested from embassy in country of origin & MOFA in UAE.
- 3. Original license has to be returned (if valid)...

License Category	Commercial	Industrial	Services
Aviation	15,000.00	15,000.00	15,000.00
Freight Forwarding			8,500.00
General Trading	15,000.00		
Shipping	15,000.00	15,000.00	15,000.00
Chemicals	10,000.00	10,000.00	10,000.00
Precious Metals	10,000.00	10,000.00	10,000.00
Oil & Gas	15,000.00	15,000.00	15,000.00
Scrap Trading	10,000.00	10,000.00	
Standard	7,500.00	7,500.00	7,500.00
Trading in Tobacco, Cigarettes	7,500.00	7,500.00	
Auditing	7,500.00		
Pharmaceuticals & Medical Equipment	10,000.00	10,000.00	10,000.00
e-commerce	15,000.00		
Investment of Own financial resources			15,000.00
Logistics			10,000.00
Healthcare Tourism			10,000.00
HR Consultancy			10,000.00
Real Estate	15,000.00		15,000.00

