

مؤسسة مدينة دبي للطيران  
DUBAI AVIATION CITY CORPORATION



# LICENSING AND FREE ZONE MANAGEMENT

TARIFF OF FEES

2022



## 1. Type of Services - Registration & Licensing

No.	Licensing	Price (AED)
1.	New License (1 year)	10,000
2.	New License (2 years)	20,000
3.	New License (3 years)	30,000
4.	Professional License - New	7,000
5.	Professional License - Renewal	7,000
6.	Professional License - Cancellation	500
7.	License Renewal Fees (1 Year)	10,000
8.	License Renewal Fees (2 Years)	20,000
9.	License Renewal Fees (3 Years)	30,000
10.	License fee for General Trading (1 Year)	20,000
11.	License fee for each additional class of activity	5,000
12.	License Activity Amendment	1,000
13.	License Cancellation	1,300

## Registration

No.	Registration	Price (AED)
14.	Conversion fee (from Branch to DWC-LLC) *vice versa	2,800
15.	Corporate Transfer from Freezone to another Free Zone	500
16.	Change of business name	1,880
17.	Transfer of shares *per applicant	1,000
18.	Change of Director *per applicant	1,500
19.	Change of Company Secretary	1,500
20.	Change of General Manager	1,500
21.	Share capital amendment	1,000
22.	Certificate of Summary of Registration	500



No.	Other Services	Price (AED)
23.	New PO Box loyalty Fees	150
24.	New PO Box Registration Fees	100
25.	NOC - Registration of Company Outside Dubai South	500
26.	Attestation of documents by Company Registrar (Per Document)	200
27.	Certificate of Good Standing	1,000
28.	NOC - Establish a new company for individual	500
29.	NOC - Branch Opening	500
30.	NOC - Own property	500
31.	NOC - Own shares in DED	500
32.	NOC - Bank letter	100
33.	Change Shareholder Address	1,000
34.	Share Pledge Service	1,000
35.	Update Contact Information	100
36.	Urgent Processing	250
37.	Update Shareholder Passport information (Nationality, Name etc)	1,000
38.	Update Authorization card, POA, PRO and Agent	100

## 2. Type of Services - Freezone Management (GDRFA Services)

No.	VISA Services	Price (AED)
1.	Employment Residence visa (Comprised of Entry Permit, Residence Permit and Employment Card (1 year)	2,380
2.	Employment Residence visa (Comprised of Entry Permit, Residence Permit and Employment Card (2 years)	2,480
3.	Employment Residence visa (Comprised of Entry Permit, Residence Permit and Employment Card (3 years)	2,580
4.	Professional visa (Comprised of Entry Permit, Residence Permit) (1 years)	2,380
5.	Professional visa (Comprised of Entry Permit, Residence Permit) (2 years)	2,480



No.	VISA Services	Price (AED)
6.	Professional visa (Comprised of Entry Permit, Residence Permit) (3 years)	2,580
7.	Professional visa Renewal (1 Year)	1,590
8.	Professional visa Renewal (2 Years)	1,690
9.	Professional visa Renewal (3 Years)	1,790
10.	Internal Transfer - (Transfer of employment from one DWC Free Zone Enterprise to another Free Zone Enterprise) – (1 year)	2,350
11.	Internal Transfer - (Transfer of employment from one DWC Free Zone Enterprise to another Free Zone Enterprise) – (2 years)	2,450
12.	Internal Transfer - (Transfer of employment from one DWC Free Zone Enterprise to another Free Zone Enterprise) – (3 years)	2,550
13.	Transfer of employment from Government Organization to a DACC Free Zone Enterprise - (1 year)	2,350
14.	Transfer of employment from Government Organization to a DACC Free Zone Enterprise - (2 year)	2,450
15.	Transfer of employment from Government Organization to a DACC Free Zone Enterprise - (3 year)	2,550
16.	In Country	910
17.	Employment Residence Visa Renewal (1 years)	1,590
18.	Employment Residence Visa Renewal (2 years)	1,690
19.	Employment Residence Visa Renewal (3 years)	1,790
20.	Entry Permit Cancellation	240
21.	Residency Permit Cancellation - inside UAE	240
22.	Residency Permit Cancellation - outside UAE	540
23.	Release out (Transfer of employment from DACC to Government Organization (Release Out)	240
24.	Local Amendment (Change Status)	760



25.	Change of Profession	740
26.	Change Personal Information	400
27.	Transfer of Residence Permit to New Passport	640
28.	Transfer of Residence Permit to New Passport with Nationality change	840
29.	Re-submission of Entry permit	600
30.	Re-submission of Residence permit	700
31.	Re-stamping of Lost Passport	840
32.	Student Visit Visa - File opening	5,282
33.	Student Visit Visa	2,000
34.	Student Visit Visa Extension	2,000
35.	Student Visa - (Comprised of Entry Permit, Residence Permit and Student Card) (1 year)	1,100
36.	Student Visa Renewal	810
37.	Visit Visa - Short Term (1 month)	1,300
38.	Visit Visa - Long Term (3 months)	3,000
39.	Visit Visa Eligibility Fee (Short Term)	5,282
40.	Visit Visa Eligibility Fee (Long Term)	5,282
41.	Absconder Declaration	1,500
42.	Absconder Deposit	5,041
43.	Withdrawal Absconder	1,000

No.	Establishment Card	Price (AED)
44.	Establishment Card - New (1 year)	2,060
45.	Establishment Card - New (2 years)	3,795
46.	Establishment Card - New (3 years)	5,530
47.	Establishment Card - New (4 years)	7,265
48.	Establishment Card - New (5 years)	9,200
49.	Establishment card – Renewal (1 year)	2,260



50.	Establishment Card - Renewal (2 years)	4,095
51.	Establishment Card - Renewal (3 years)	5,930
52.	Establishment Card - Renewal (4 years)	7,765
53.	Establishment Card - Renewal (5 years)	9,600
54.	Professional License Establishment card – New (1 year)	2,060
55.	Professional License Establishment Card - New (2 years)	3,795
56.	Professional License Establishment Card - New (3 years)	5,530
57.	Professional License Establishment Card - New (4 years)	7,265
58.	Professional License Establishment Card - New (5 years)	9,200
59.	Professional License Establishment card – Renewal (1 year)	2,260
60.	Professional License Establishment Card - Renewal (2 years)	4,095
61.	Professional License Establishment Card - Renewal (3 years)	5,930
62.	Professional License Establishment Card - Renewal (4 years)	7,765
63.	Professional License Establishment Card - Renewal (5 years)	9,600
64.	Cancellation of Establishment Card	200
65.	Establishment Card Amendment	380

No.	Access Passes and Cards	Price (AED)
66.	New Work Permit (issued to persons employed under alternative sponsors (1 Month)	853
67.	New Work Permit (issued to persons employed under alternative sponsors (3 Months)	1,153
68.	New Work Permit (issued to persons employed under alternative sponsors (6 Months)	1,353
69.	New Work Permit (issued to persons employed under alternative sponsors (1 Year)	2,153
70.	Non sponsor - Temporary work permit	1,000
71.	Temporary Work Permit - Cancellation	260
72.	Work permit - GCC National (1 year)	600
73.	GDRFA PRO Card - New	550
74.	Customs Broker Card - New	500
75.	Customs Broker Card - Renew	500



76.	Customs Broker Card - Amendment	500
77.	Access Pass (1 Month)	50
78.	Access Pass (3 Months)	100
79.	Access Pass (6 Months)	150
80.	Access Pass (1 Year)	200
81.	Contractor Pass (1 Month)	50
82.	Contractor Pass (3 Months)	100
83.	Contractor Pass (6 Months)	120
84.	Contractor Pass (1 Year)	160
85.	FM Contractor Pass (1 Month)	300
86.	FM Contractor Pass (3 Months)	500
87.	FM Contractor Pass (6 Months)	800
88.	FM Contractor Pass (1 Year)	1,200
89.	Internship - outside bounded area (1 Month)	50
90.	Internship - outside bounded area (3 Months)	100
91.	Internship - outside bounded area (6 Months)	150
92.	Urgent Processing - Access Cards (Exclude Work Permit)	100

No.	General Administration	Price (AED)
93.	E- Service Portal – Additional user	150
94.	NOC Letters - Employee (Salary, Employment etc.)	50
95.	NOC Letters - Company	100
96.	GDRFA Printout - Employee	250
97.	GDRFA Printout - Company	250
98.	Residence Permit Closure Status	100
99.	Overstay penalty Settlement	100 + GDRFA penalties
100.	Additional Visa Quota fees	1,000
101.	Investor/Partner Category fee	350
102.	Urgent Processing Establishment card - New	250



103.	Urgent Processing Establishment card - Renewal	250
104.	Self-Collection (Passport) - through business counters	500
105.	Salary update Service fee	250
106.	NOC for Vehicle Registration - Light	100
107.	NOC for Vehicle Registration - Heavy	300
108.	NOC For Selling Vehicle (Company)	100
109.	NOC - GDRFA PRO Card	100
110.	RTA Letter for Employee	50
111.	NOC - Golden visa	500
112.	NOC for Family Hold	50

No.	Other Services	Price (AED)
113.	Urgent Cancellation	250
114.	Urgent Processing- Release Out	250
115.	Express Residence Permit Stamping	500
116.	NOC - Working for another Sponsor	500
117.	Attestation of Employment Contract	100
118.	Employment Contract amendment	100