

Transferring to the DWTC Authority from another existing Free Zone in Dubai



A company registered in any existing Free Zone in Dubai may, if authorised by the laws of that Free Zone, apply to the DWTC Authority registrar for transfer of incorporation of that company to the DWTC Authority.

PRE REQUISITES OF TRANSFER:

1. Must be an existing, registered and active Free Zone Entity in Dubai
2. Must be a Free Zone Establishment or Free Zone Company
3. Must be authorised by the laws of that Free Zone
4. Must be an approved, compliant activity of the DWTC Authority

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PLEASE SUBMIT



- A DWTC Authority application
- Passport Copy, UAE Emirates ID of the Appointed Manager (if applicable), Resident Visa Copy of Appointed Manager (if applicable) and NOC Letter for the Appointed Manager (if applicable)
- An official request on company letterhead, stamped/signed by authorised signatory of the company to transfer the existing Free Zone entity to DWTC Authority
- A special resolution of the company resolving to transfer the existing Free Zone entity to DWTC Authority
- No Objection letter/certificate issued by existing Free Zone
- Good Standing letter issued by existing Free Zone

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SECURITY APPROVALS SHALL BE APPLIED. ONCE APPROVED, THE FOLLOWING DOCUMENTS MUST BE PROVIDED



- True copy of original documents of the current existing Free Zone including Certificate of Incorporation, Memorandum of Association, Share Certificates, Appointment of Manager and Board of Directors and any other document requested by the DWTC Authority registrar
- Any Memorandum of Continuation required to make amendments to the original Memorandum of Association in order to comply and conform with DWTC Authority Free Zone Rules and Regulations
- Any other document requested by the DWTC Authority registrar
- A certificate issued by the applicant company external auditor confirming that all creditors have been informed and notified regarding the transfer
- Proof that details regarding the transfer of the company have been published in both English (Gulf News or Khaleej Times) and Arabic (Al Bayan or Al Khaleej) for a minimum of 1 day
- Certificate of de-registration and transfer of the company from the existing Free Zone
- Proof of Payment (payment receipt from DWTC Authority Finance)
- Finalised signed lease agreement

Document(s) must be notarised by a notary public and attested by the UAE Embassy in the country of origin OR the Ministry of Foreign Affairs in the UAE. All documents must have a valid signature and stamp of the concerned body and be submitted with the original notarisation and attestation. Document(s) must be submitted in either Arabic or English.

CONTACT US TO MAKE YOUR NEXT BIG MOVE

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OFFICE HOURS:

Sun-Thu: 8 am - 5 pm
Fri-Sat: Closed