

Branches of Foreign Companies Facts Sheet

Documents to be submitted along with applications for opening branches of foreign companies:

- 1- An official certificate by the pertinent authorities of the country wherein the mother company is registered indicating:
 - Name and date of incorporation.
 - Legal status.
 - Capital.
 - Business activities
 - Names and titles of the company's representatives and limits of their power & authorities.
- 2- A resolution by the mother company to open a branch or an office to execute business in the U.A.E. and an authorization for its representative to submit the application with the Ministry.
- 3- The mother company's financial report by a U.A.E. certified auditor.
- 4- The agency contract concluded by the mother company and the local agent and a copy thereof.
- 5- The local agent's Family registration card in case of a natural person or an owner of an individual establishment and a copy thereof to prove that he is a U.A.E. national. However, in case of non-natural agent an official certificate to prove that all partners are U.A.E. nationals has to be submitted. Further, trade registry and copies of all these documents have to be attached as well.
- 6- Documents to establish the manager's qualifications and experience.

Documents to be submitted along with applications for entry of a foreign company in the register:

- 1- A true copy of the trade licenses.
- 2- A duly attested and authenticated power of attorney of the manager in charge.
- 3- A statement indicating appointment of an auditor to examine the branch's statements of accounts.
- 4- A bank warranty of AED 50,000.00/US\$ 13,624.00

Remarks:

- Authenticated and approved originals of all documents should be submitted for verification.
- Documents in foreign languages should be translated into Arabic by a certified translator and authenticated by U.A.E. ministry of Justice.

OTHER DOCUMENTS REQUIRED

1. Passport copy of the partner(s)
2. Board Resolution calling for opening a branch in UAE
3. Memorandum of Association and Articles
4. Audited Financial Statements of the mother company has to be certified by UAE Auditor.
5. Curriculum Vitae (CV) / Certificate(s) of the Managers / Partners to establish their qualifications.
6. Local Service Agreement