



Setting Up in Fujairah Free Zone Facts Sheet

Fujairah Free Zone has the infrastructure to accommodate investors in the fields of trading, manufacturing, assembling, distribution etc, by providing trading offices, warehouses or land as per their requirement.

FIELDS OF INVESTMENT

Investors can avail of any of the three options:

Trading: Trading offices (fully furnished if required) can be leased to take benefit of the licensing advantages for import, export and re-export operations including local sales.

Investors can operate by using storage & packaging facilities in their warehouse to become a distribution hub in the region at the most lucrative prices.

Manufacturing: Investors can lease pre-built units or/and request the construction of customized units from the Authority.

Further the investor in the field of trade and manufacture can enjoy to distribute and sell in the U.A.E. market. Following are the benefits, privileges and facilities available here:

WAREHOUSE

The cost for setting up a Warehouse is as follows:

Scheme	Warehouse Minimum 300 sq. m.
License	AED 5,000/- (US\$ 1,362) (manufacturing License)
Rent	AED 195/- (US\$ 53) (min for 300 sq. m)
Incorporation Charges	AED 5,000/- (US\$ 1,362)
Free Zone Utilities	AED 2,800/- (US\$ 763)
Refundable Security Deposit	AED 15,000 (US\$ 4,087)

Visa Charges + ID Card + Health Card – AED 1,500/- (US\$ 409) per person
Deposit per visa – AED 1,000/- (US\$ 272) per person

TRADING OFFICE

The standard area is 35 sq/m, other sizes are also available. FFZ also offers premises on share desk basis. Firms are allowed to import, export, and re-export commodities as specified in the Trade License (which could be general or specific).

Scheme	Virtual Office (AED/US\$)	Flexi Desk (AED/US\$)	Small Office/ Min 15 sq. m.	Big Office (AED/US\$)/Min
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	(No Visa)	(One Visa)	(AED/US\$) (Max-Two Visa)	28 sq. m. (Max-Four Visa)
License & Rent	AED 12,000 US\$ 3,270 (minimum)	AED 15,000 US\$ 4,087 (minimum)	AED 2,500/ US\$ 681 (min) AED 20,000/ US\$ 5,450 (Rent)	AED 2,500/ US\$ 681 (min) AED 25,000/ US\$ 6,812 (Rent)
Incorporation Charges	AED 5,000 US\$ 1,362	AED 5,000 US\$ 1,362	AED 5,000 US\$ 1,362	AED 5,000 US\$ 1,362
Free Zone Utilities	AED 500 US\$ 136	AED 500 US\$ 138	AED 1,800 US\$ 490	AED 1,800 US\$ 490
Refundable Security Deposit	AED 5,000 US\$ 1,362	AED 10,000 US\$ 2,725	AED 15,000 US\$ 4,087	AED 15,000 US\$ 4,087
Visa	AED 1,500/US\$ 409 (Per Person)			

LAND

Rent	AED 10/US\$ 3 (Min) per sq/m per year (Min)
Incorporation	AED 5,000/US\$ 1,362 (One time)
License	AED 5,000/US\$ 1,362 (Annual)
Chamber of Commerce	AED 3,020/US\$ 823 (Annual)

In order to process your license, we need the following documents:

1. Application Form.
2. Brief description of your project.
3. Copy of your passport.
4. Bank Statement-Minimum capital AED 150,000/US\$ 40,872 for free zone incorporations only.

Kindly submit the following documents, in case you are applying for a manufacturing license, as your project has to be submitted for environmental clearance.

1. Dully filled in environmental form (Forms attached).
2. Project Report.

Banking

In Fujairah there are 18 banks operating and providing all the banking facilities locally and internationally. The License of Fujairah Free zone entitles you to open an account in any bank of your choice immediately.

We would like to state that the banks in Fujairah strongly look at the feasibility of the project, securities and guarantees in the initial stages. Further, the bank also provides some funding at a alter stage.

Visa

All your visa requirements (Transit and Visit) for visiting purpose are provided by the Authority.

Transit Visa – Two Working Days – Passport Copy reqd.

Visit Visa – 1 Week – Passport Copy reqd.

Links

All links and introductory to Government Departments will be provided by the Authority like Customs, Immigration, Civil defense, Chamber of Commerce.

Besides Port of Fujairah you may use other ports at your convenience.

Regards,

Thank you for your interest in the Fujairah Free Zone and in establishing a company at Fujairah. Please find below the detailed information regarding the different schemes for starting a trading office and please find attached file regarding branch info.

Scheme	Virtual Office (AED/US\$) (No Visa)	Flexi Desk (AED/US\$) (One Visa)	Small Office/Min 15 sq. m. (Max-Two Visa)	Big Office (AED/US\$)/ Min 28 sq. m (Max-Four Visa)
License & Rent	AED 12,000 US\$ 3,270 (minimum)	AED 15,000 US\$ 4,087 (minimum)	AED 2,500/ US\$ 681 (min) AED 20,000/US\$ 5,450 (Rent)	AED 2,500/ US\$ 680 (min) AED 5,000/US\$ 6,811 (Rent)
Incorporation Charges	AED 5,000 US\$ 1,362	AED 5,000 US\$ 1,362	AED 5,000 US\$ 1,362	AED 5,000 US\$ 1,362
Free Zone Utilities	AED 500 US\$ 136	AED 500 US\$ 136	AED 1,800 US\$ 490	AED 1,800 US\$ 490
Refundable Security Deposit	AED 5,000 US\$ 545	AED 10,000 US\$ 2,725	AED 15,000 US\$ 4,087	AED 15,000 US\$ 4,087
Visa	AED 1,500/US\$ 409 (Per Person)			

For a speedy registration, please find attached our application form.

*** Please be informed that our licensing procedure will be completed within one working day.**

Please be informed that the following documents are needed for starting up a branch office in Fujairah Free Zone:

- 1) Board Resolution of the Parent Company
- 2) Memorandum of Articles attested by the U.A.E. Embassy of the Parent Co.
- 3) Valid operating license of the parent company/ies
- 4) Passport copies of all the directors, shareholders, person in-charge etc. with two photographs
- 5) Neatly filled forms, application and incorporation form (available in the brochures of Fujairah Free Zone)

1,2,3 to be notarized by a legal firm.

Regards

Incorporation Details

Our contact person

Mr./Ms. _____

Address _____

Email _____ Tel. _____ Fax _____

Registration information of parent company [not applicable for FZE and FZC]

Name of Company _____

Place of Origin _____

Registration details no. _____ Date _____

State of Company Resident Non Resident Exempt

Paid-up/Capital US\$ _____

Details of the Shareholders

Name	Nationality	Occupation	Address	%Share
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Board of Directors

Name	Nationality	Occupation	Address	%Share
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

For the proposed project to be established facility at Fujairah Free Zone

	Authorized Signatory	Person In charge
Name	_____	_____
Nationality	_____	_____
Passport No.	_____	_____
Date of Birth	_____	_____
Occupation/Designation	_____	_____
Address (in UAE)	_____	_____
Tel.	_____	_____
Permanent Address	_____	_____
Tel.	_____	_____

Applicant Name: _____

Designation _____

Date _____

Banks Preferred _____

Signature _____

Note: Additional Documents to be attached with the above form. [i] 2 passport size photographs of each of the Partner/Directors & Shareholders [ii] Passport copies (1 set) of each of the Partner/Director & Shareholders [iii] Detailed Project Report [including environmental impact analysis].

Free Zone remarks _____

Noted By: _____ Dept.: _____ Date: _____

Application Form

We/Applicant: _____
Address: _____ Tel.: _____
E-mail: _____ Fax: _____
Mobile: _____

Wish to set up a project in the Fujairah Free Zone for

- Trading An Offshore Company
 Distribution A Branch
 Assembling A Free Zone Establishment [FZE]
 Manufacturing A Free Zone Company [FZC]
 Others

Our proposed capital investment in the proposed project shall be US\$ _____

Under one of the following names:

1. _____
2. _____

Registration Name choices according to preference

We Require

Trading Office _____ sq.m Flexi Desk _____ sq.m
Virtual Office _____ sq.m Warehouse _____ sq.m
Factory [pre-built] _____ sq.m Land _____ sq.m
Power _____ KVA Water _____ Gallons/day

Manpower

Total: _____ Skilled: _____ Semi-Skilled: _____ Unskilled: _____

We shall import: _____
From: _____

For the purpose of:

Trading Distribution Assembling/Manufacturing of _____
For Export to _____
We expect our turnover to be US\$ ____ p.a Cargo turnover _____ Containers/Tonnes p.a

Have you spoken with a FFZ Marketing Officer? Yes No

If yes, please write his/her name _____

Where did you hear about FFZ? (Pls specify) _____