



دبي التجارية
DUBAI TRADE

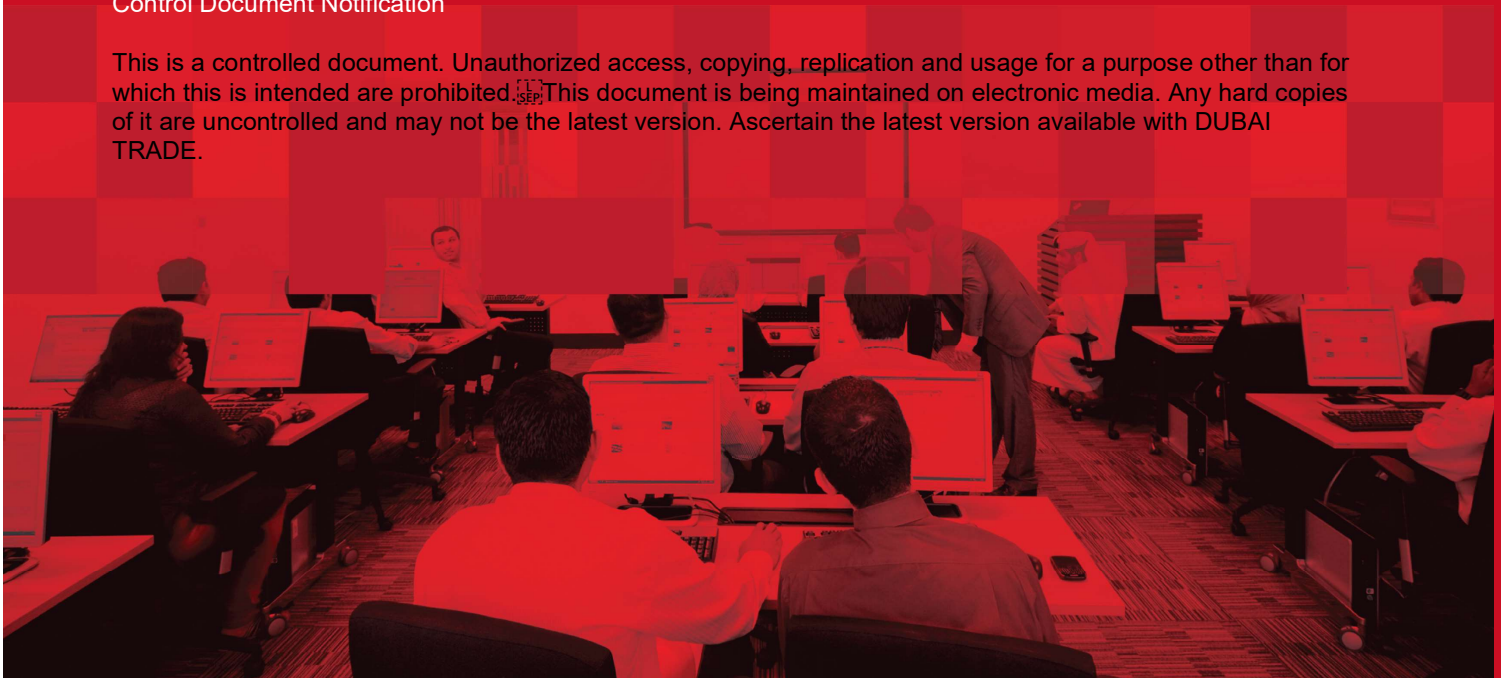
JAFZA eSERVICES New Offshore Company – Redomicile User's Manual

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DOCUMENT DETAILS

Document Information

Document Name	New Offshore Company – Redomicile
Project Name	JAFZA eService Manuals
Business Unit	JAFZA
Author(s)	DT Training Dept.
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Revision History

Version	Date	Author	Designation	Description of change

Approval History

Version	Date	Name	Designation	Comments

Distribution

Version	Location

New Offshore Company – Redomicile

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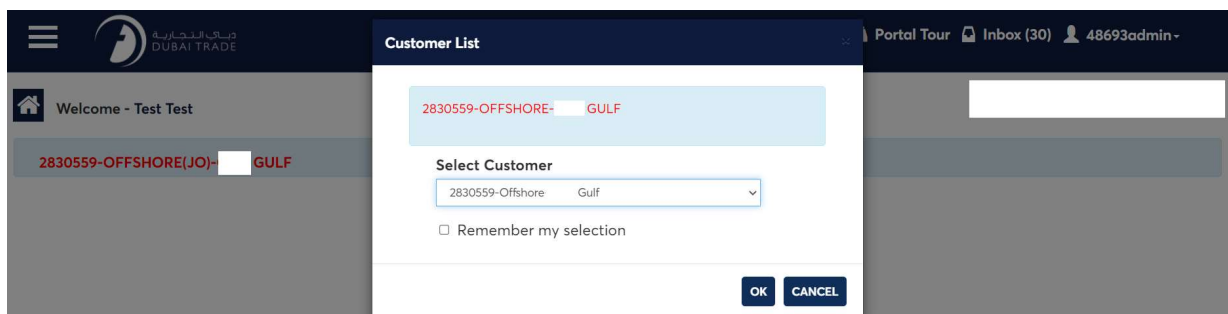
This service is to request for registering a new Offshore Company with JAFZA.

Navigation:

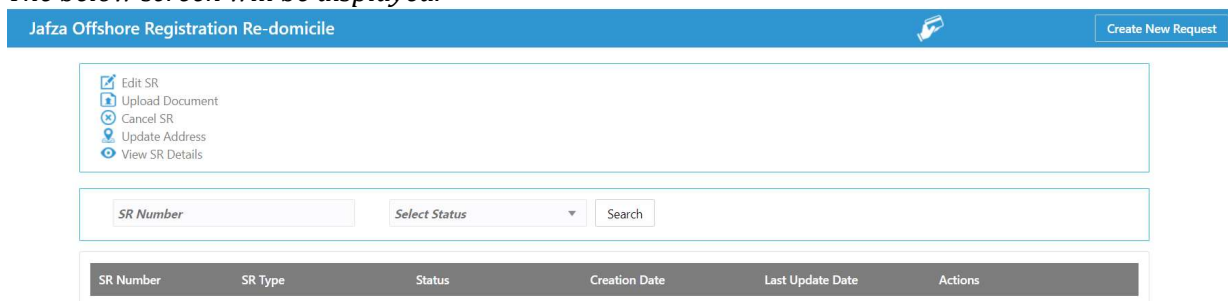
1. Login to **Dubai Trade**
2. Go to **Registration** from the menu on the left
3. Then Go to **New Offshore Company – Redomicile**



4. Select the **Offshore Company** from the Drop down List then click **OK**



The below screen will be displayed.



5. Click **Create New Request**

New Offshore Company – Redomicile

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Jafza Offshore Registration Re-domicileCreate New Request

Edit SR

Upload Document

Cancel SR

Update Address

View SR Details

SR Number

Select Status

Search

SR Number	SR Type	Status	Creation Date	Last Update Date	Actions
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6. Enter the details, Courier details and click **Save and Continue**

Jafza Offshore Registration Re-domicileBack

1 Service Request

2 Upload Document

3 Summary

4 Payment Confirmation

Use this page to create/modify a request for the Offshore Registration Re-domicile. Once you have entered atleast the mandatory information, you can :

- Click on Save to save the request. Saved requests can be retrieved later using Search, modified if needed and Submitted for Approval/Submitted to Freezone.

Company Name: INTERNATIONAL LIMITED

Company Id 24867

Foreign Company Name *

Foreign Company Country * Search and Select

Foreign Company Registrar's Address *

Foreign Company Address *

Foreign Company Registration Date DD-Mon-YYYY

Foreign Company Registration Number *

Foreign Company share capital *

Activity 1 *

Activity 2

Activity 3

Activity 4

Activity 5

Specimen Signature * No

Appointment Preference Date DD-Mon-YYYY

Appointment Preference Time Search and Select

Email Address *

Proposed company Name *

Total Share capital *

Courier Details

Courier Required * Outside FreeZone

Courier Location Select

Address Line 1 * XX

Address Line 2

Contact Name *

Contact Phone * 05xxxxxxxx

Time * Select

For Outside FreeZone, Courier Collection/Delivery will be arranged on next working day.

Save and Continue

7. Click **Add** to update Share Holder, Director and Secretary Details then click **OK**

Jafza Offshore Registration Re-domicileBack

1 Service Request

2 Upload Document

3 Summary

4 Payment Confirmation

Share Holder, Director and Secretary Details

Add

Director	Secretary	Share Holder	Name	DOB	Address	Share Value	No. of Shares	Passport Number	Passport Expiry	Edit / Delete
No data to display.										

Back

Save and Continue

New Offshore Company – Redomicile

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Jafza Offshore Registration Re-domicile

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1 Service Request 2 Upload Document 3 Summary 4 Payment Confirmation

Share Holder, Director Secretary

Director Secretary

Yes Yes

Back

Edit Share Holders and Directors and Secretary Details

Party Type Person

Share Holder Yes

Director Yes

Secretary Yes

Party Name

Address Line 1 Manhattan

Address Line 2

Address Line 3

City Manhattan

State New York

Postal Code 4615

Address Country United States of America

Nationality / Origin United States of America

Email

Mobile 97156

Passport Number USXXXX77

Passport Issue Date 03-11-2020

Passport Expiry Date 03-11-2030

Passport Issue Country United States of America

Gender Female

DOB 06-12-1978

Place of Birth New York

Country of Birth United States of America

Value of Shares 500000

No. of Shares 1

Ok

8. Review the details and click **Save and Continue**



Jafza Offshore Registration Re-domicile

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1 Service Request 2 Upload Document 3 Summary 4 Payment Confirmation

Share Holder, Director and Secretary Details

Add

Director	Secretary	Share Holder	Name	DOB	Address	Share Value	No. of Shares	Passport Number	Passport Expiry	Edit / Delete
Yes	Yes	Yes		1978-12-06	US	500000	1	USXXXX77	2030-11-03	 

Back

Save and Continue

9. Upload the required documents and click **Continue and Review**









Jafza Offshore Registration Re-domicile

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1 Service Request 2 Upload Document 3 Summary 4 Payment Confirmation

Company Name: Advocates & Legal Consultants

SR Number: 20052308

Document Name	File Type	Mandatory	Upload File	View / Delete
Upload Passport				
Jennifer Smith_Passport Copy	pdf	Yes	Drag and Drop Select a file or drop one here	 
Upload CV				
Jennifer Smith_CV	pdf	No	Drag and Drop Select a file or drop one here	 
Upload SSA				
Jennifer Smith_Specimen Signature of the Applicant	pdf	No	Drag and Drop Select a file or drop one here	 
Certificate of incorporation				
	jpg/jpeg/pdf	No	Drag and Drop Select a file or drop one here	 

Continue and Review

10. Review the details and click **Confirm and Continue**

New Offshore Company – Redomicile

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Jafza Offshore Registration Re-domicile

✓

✓

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Service RequestUpload DocumentSummaryPayment Confirmation

Details of the selected request are given below:

Company Name: **Advocates & Legal Consultants**SR Number: 20052308

Foreign Company Name**The Best Limited**

Foreign Company Country**United States of America**

Foreign Company Registrar's Address**Manhattan Jamaica Avenue**

Foreign Company Address**Springfields New York**

Foreign Company Registration Date**12-May-2010**

Foreign Company Registration Number**15852**

Foreign Company share capital**100000**

Activity 1**Owning properties**

Specimen Signature**Yes**

Appointment Preference Date**22-Dec-2021**

Appointment Preference Time**10 AM - 12 AM**

Email Address**idubaitrade.ae**

Authorized Signatory Full Name

Passport Number or other ID**XX5577777**

Authorized Signatory Nationality

Proposed company Name**BTS The Best Limited**

Total Share capital**500000**

Director	Secretary	Share Holder	Name	DOB	Address	Share Value	No. of Shares	Passport Number	Passport Expiry
true	true	true		1978-12-06	US	500000	1	USXXXX77	2030-11-03

Courier Details

Courier Required**Outside FreeZone**

Courier Location**SHEIKH ZAYED ROAD (RIGHT SIDE)**

Address Line 1**Downtime dubai**

Address Line 2

Contact Name

Contact Phone**055**

Time**9 AM - 4.30 PM**

Edit

Document Name	Preview
Jennifer Smith_Passport Copy	
Certificate of Incorporation	
Letter from foreign registrar confirming the re-domicile	
Memorandum and Articles of association(Notarized and attested)	
MOA Recent incumbency certificate including shareholders name	
NOC from foreign registrar to re-domicile	
Offshore application Form	
Re-Domicile Application Form	

Confirm and Continue

11. Click Submit to FreeZone

Jafza Offshore Registration Re-domicile

✓

✓

✓

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Service RequestUpload DocumentSummaryPayment Confirmation

Use this page to re-confirm the details entered for a request. Once you have verified the information, you can either:
Click on the Submit to Freezone button to initiate the request processing.
Click on the back button to go to request Overview page.

Please re-confirm the following details before forwarding to FZ Admin. Clicking on Submit to Freezone will reserve the payment for the request from your portal balance.

Current Balance Amount
(Deposit minus amount reserved for submitted requests)
8,774,017.00 AED

Total Charge Amount:**10,090.00 AED**

Total VAT Amount:**2.00 AED**


Total Charge Amount with VAT:**10,092.00 AED**

SR Number	Customer	Status
20052308	Advocates & Legal Consultants	Saved

Submit to FreeZone

New Offshore Company – Redomicile

The below confirmation will be displayed

Jafza Offshore Registration Re-domicile

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✓

Service Request

✓

Upload Document

✓

Summary

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Payment Confirmation

✓

Your request has been forwarded to the Free Zone for processing. A charge of 10020.00 AED and VAT amount 1.00 AED has been reserved for the same.

SR Number	Customer	Status
20050431	Advocates & Legal Consultants	Submitted to Free Zone

