

National Industries Park DUBAITRADE Change Operating Name for Company User's Manual

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Table Designs

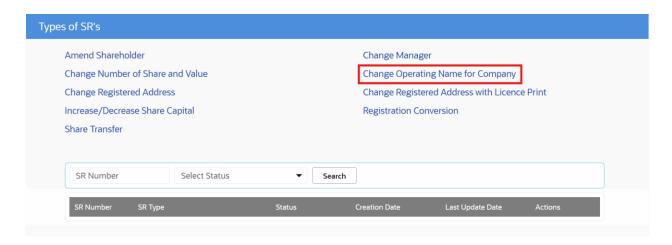
DOCUMENT DETAILS

Document Name	Change Operating Name for Company
Project Name	
Business Unit	National Industries Park
Author(s)	DT Training Dept.
Last Updated Date	6 th November 2025
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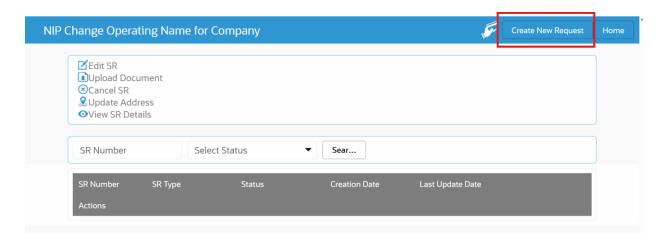
This service enables customers to submit Change Operating Name for Company request to National Industries Park authority.

Procedure:

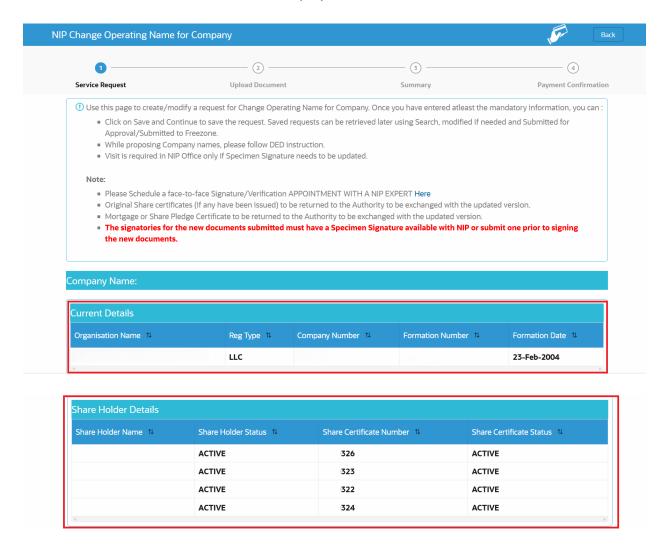
1. Choose the service from the list



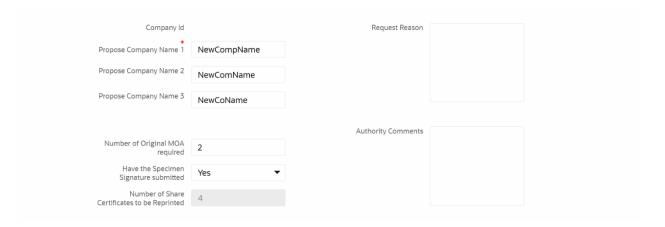
2. Click "Create New Request" to initiate the process:



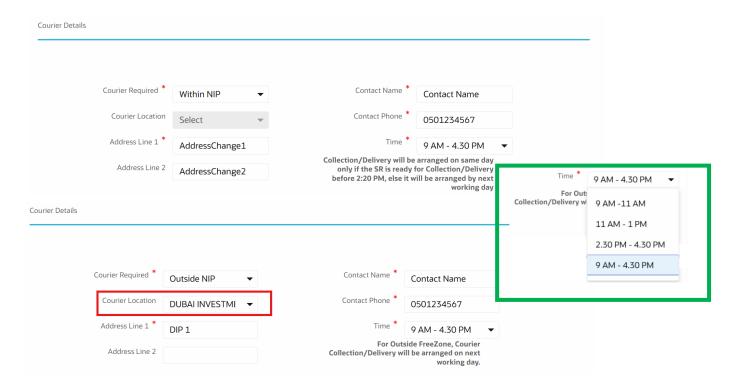
3. Please note the important notes before proceeding. The current Registered Address and Shareholder information will be displayed:



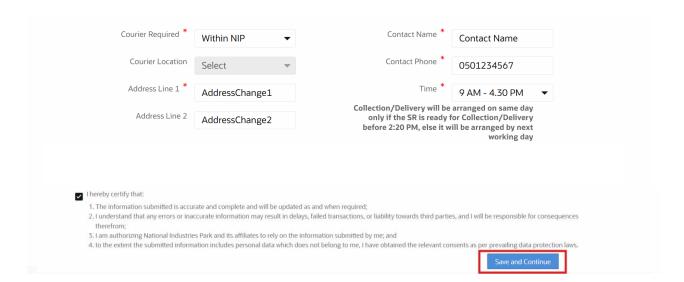
4. The form will be displayed. Fill out the necessary information as required.



5. Update the courier information either "Within NIP" or "Outside NIP". You may change the address as required. "Courier Location" is only required if Outside NIP is selected.

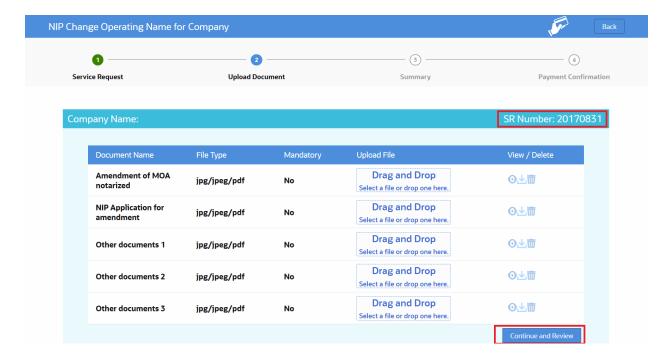


6. Click "Save and Continue" to proceed:

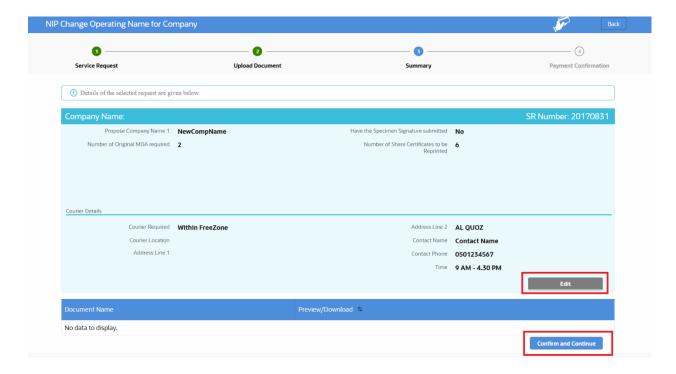


7. Upload the necessary documents then click "Continue and Review" to proceed.

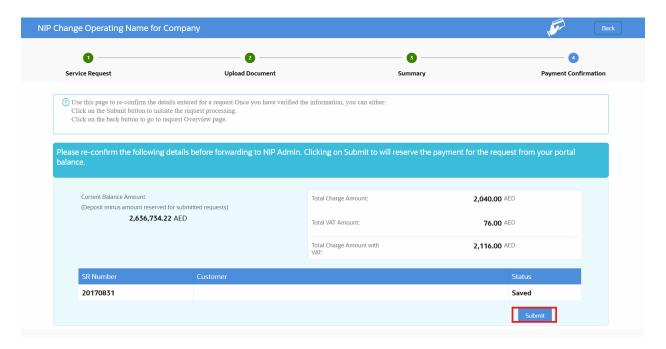
The SR number will be generated at this stage.



8. Review the information. Click "Edit" to amend or "Confirm and Continue" to proceed to submission page.



9. Charges will be displayed. Click "**Submit**" to complete the transaction. A submission confirmation will be displayed.



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