

Changing Capital from “Unpaid” to “Paid Up”

1

FOR CHANGING CAPITAL, PLEASE SUBMIT:

1. Your request online
2. Board Resolution to change from “unpaid” to “paid up” capital mentioning the name of the desired bank and address
3. Copy of Trade License and existing MOA

Note: In case of a Corporate Shareholder, the board resolution must be provided by the parent company and must be attested by the UAE Embassy and Ministry of Foreign Affairs

2

REVIEW AND APPROVAL

Once the documents are received, reviewed and approved, DWTC Authority will prepare a bank letter. You will need to approach the bank and make the capital deposit

3

SUBMIT

Once the deposit is made please submit a bank / capital deposit confirmation letter

4

PREPARE

- Once received, DWTC Authority will then prepare a new MOA (Memorandum of Association)
- The old (existing MOA), needs to be returned back to the DWTC Authority along with the above mentioned original documents. The New MOA has to be signed by the Shareholder / Authorised Signatory

COST

Please refer to the following costs for change of Capital:

- Share Capital Amendment - AED 3,000
- Revised MOA - AED 100 per MOA