

Registration Form

Thank you for choosing vOffice to assist you with your new company formation in UAE. Please provide us with the following information & documents to get started.

APPLICANT NAME:

01 | PROPOSED COMPANY NAME

1st Preference - English Name / Arabic Name

.....

2nd Preference - English Name / Arabic Name

.....

3rd Preference - English Name / Arabic Name

.....

02 | COMPANY STRUCTURE

Limited Liability Company (LLC) **Most Popular** Sole Proprietorship

Branch of a Foreign Company Partnership

Civil Company

03 | COMPANY OFFICIAL COMMUNICATION CHANNELS

Email:

.....

Mobile Number:

.....

OTP will be sent to these account. Please make sure you have access to them

04 | DIRECTORS/SHAREHOLDERS

Full Name - English Name | Arabic Name
(Mr. / Mrs. / Ms.)

.....

Shareholding (%) Nationality

.....

Passport No.

.....

Residential Address

.....

Contact No.

.....

Email Address

.....

If this person has a previous Visa to enter UAE, please include the Visa copy with your application

Tick here if this person is the designated Company Manager

Full Name - English Name | Arabic Name
(Mr. / Mrs. / Ms.)

.....

Shareholding (%) Nationality

.....

Passport No.

.....

Residential Address

.....

Contact No.

.....

Email Address

.....

If this person has a previous Visa to enter UAE, please include the Visa copy with your application

Tick here if this person is the designated Company Manager

05 | PRINCIPAL BUSINESS ACTIVITY/OBJECTIVES

**Please elaborate as much as possible. Only information on this form will be used to construct your Company Objective.*

A) Business Activities

Project Management General Trading IT Consultancy

Internet Services Marketing Services

.....

If none of the above business activities are suitable, please state your business activity below

.....

06 | EJARI / VIRTUAL OFFICE

EJARI Service only @ Diera

EJARI Service only @ Sheikh Zayed Road (Al Quoz)

EJARI Service only @ Business Bay > **Additional AED1,800**

If you have your own EJARI, please state your EJARI Contract Number below:

.....

***Add-on* Premium Virtual Office @ Business Bay**

Virtual Office - AED6,500/year > **Your price: AED3,800**

Virtual Office & Call Answering - AED8,500/year > **Your price: AED5,800**

07 | REGISTERED CAPITAL

AED100,000 AED200,000

.....

Others - Please indicate here:

.....

08 | PREFERRED COMPANY BANK ACCOUNT

(ONLY 1 BANK ACCOUNT OPENING SERVICE AND INSPECTION IS INCLUDED. ADDITIONAL BANK ACCOUNT WILL BE INCUR AN ADDITIONAL FEE OF AED3,500/BANK.)

Recommended Bank:

WIO BANK

.....

Other Bank your choice:

.....

09 | UAE RESIDENCE PERMIT / VISA REQUIRED

Name of Residence Permit (Visa) applicant

1.

2.

3.

4.

Foreigner who will have Bank Account Access MUST have a Residence Permit

10 | PLEASE PROVIDE THE FOLLOWING DOCUMENTS

- Your Passport Profile Page
- Photo of you holding the passport beside your face
- Passport Photo of all applicants on a WHITE background
- Applicants previous UAE Visa (if any)

By signing below, I hereby confirm that the given information is true and accurate.

Signature of Authorised Representative

.....

Date

.....

ADDITIONAL SHAREHOLDERS DETAILS

Full Name - English Name | Arabic Name

(Mr. / Mrs. / Ms.)

Shareholding (%)

Nationality

Passport No.

Residential Address

Contact No.

Email Address

If this person has a previous Visa to enter UAE, please include the Visa copy with your application

Tick here if this person is the designated Company Manager

Full Name - English Name | Arabic Name

(Mr. / Mrs. / Ms.)

Shareholding (%)

Nationality

Passport No.

Residential Address

Contact No.

Email Address

If this person has a previous Visa to enter UAE, please include the Visa copy with your application

Tick here if this person is the designated Company Manager

Full Name - English Name | Arabic Name

(Mr. / Mrs. / Ms.)

Shareholding (%)

Nationality

Passport No.

Residential Address

Contact No.

Email Address

If this person has a previous Visa to enter UAE, please include the Visa copy with your application

Tick here if this person is the designated Company Manager

Full Name - English Name | Arabic Name

(Mr. / Mrs. / Ms.)

Shareholding (%)

Nationality

Passport No.

Residential Address

Contact No.

Email Address

If this person has a previous Visa to enter UAE, please include the Visa copy with your application

Tick here if this person is the designated Company Manager

SAMPLE DOCUMENTS FOR SUBMISSION



Passport



Holding your own Passport



Passport Photo with white background



Previous UAE Visa