

مدينة إكسبو دبي
EXPO CITY DUBAI

How to obtain your Business Operation Permit in Expo City Dubai



Expo City Dubai

Expo City Dubai is the pioneering legacy of Expo 2020 Dubai, and has been at the core of our planning since the very beginning. An innovation-driven, people-centric city of the future that is committed to protecting the environment, it forms a key part of the Dubai 2040 Urban Master Plan. As a blueprint for sustainable living, Expo City Dubai (hereinafter known as ECD) expects all entities operating within the city to align with its goals and targets to create a climate friendly, smart community that exists in harmony with nature.

Expo City is packed with an array of educational, cultural and entertainment offerings, as well as offices, residences, leisure facilities, dining options, event venues, wellness and exercise grounds, and more.

Business Operation Permit

Clients holding a valid Dubai mainland licence and wishing to operate temporarily or for a pre-determined period of time within ECD may apply for an ECD Business Operation Permit (hereinafter known as a BOP). The ECD BOPs are available for a duration of one day up to six months.

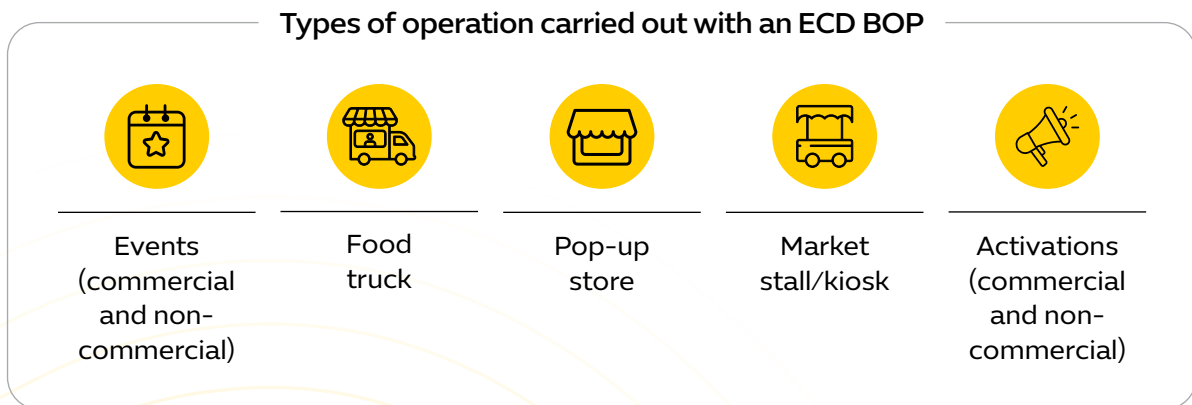


Figure 1 Types of operation carried out with an ECD BOP

To obtain an ECD BOP, the client must submit the mandated legal documents and complete the steps below. ECD will assign each client an Account Manager to support and manage their permit journey.

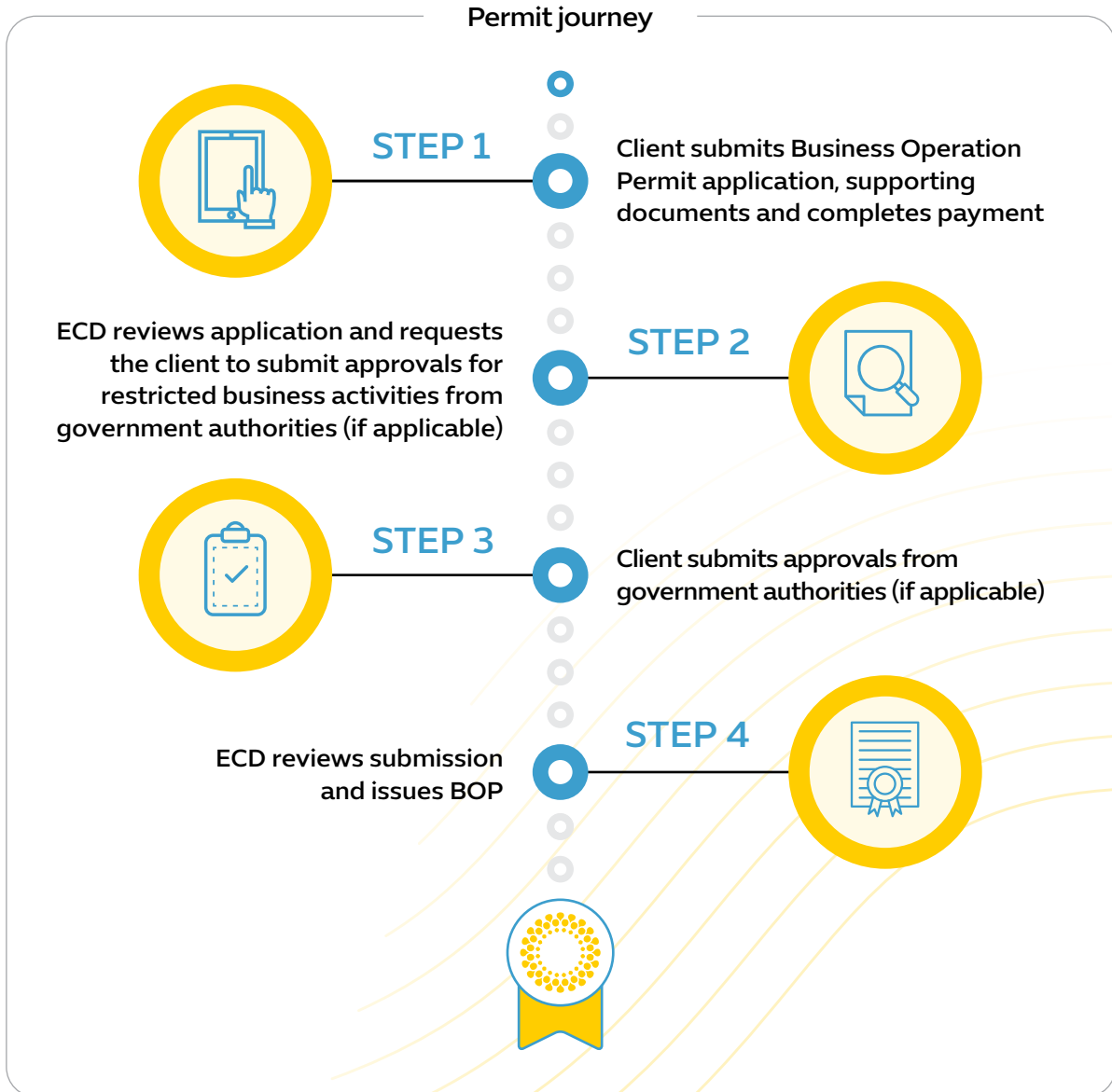










Figure 2 Permit journey

STEP 1

The first step of the process requires the client to submit a Business Operation Permit application form along with the below listed documents to the designated Account Manager and complete full payment for the BOP. Restricted business activities are any activities that require additional approval from governing authorities. Such activities include, but are not limited to, food and beverage, alcohol and shisha service. Clients that will operate with restricted business activities will be required to submit additional documents and obtain approvals from relevant governing authorities.

Required documents for BOP		
ECD Business Operation Permit application form		
Proposed BOP Manager, as per parent company's Dubai mainland licence	<ul style="list-style-type: none">> Passport copy with specimen signature> United Arab Emirates visa copy> Emirates ID copy (both sides)	
Copy of the Parent Company Licence, as per Dubai mainland licence (with minimum 3 months validity)		
No Objection Certificate (NOC) to operate in ECD from the parent company (to be on company letterhead, stamped and duly signed by the authorised signatory)		
Copy of the signed ECD Lease Agreement		
Copy of Power of Attorney for authorised signatories (if applicable)		
Copy of approvals from government authorities (if applicable) for any restricted business activities for the parent company, including but not limited to, food and beverage, alcohol, shisha and events.*		

*Please refer to 'Expo City Dubai restricted business activities: food and beverage, shisha and alcohol' for details.

Table 1 Required documents for BOP

STEP 2

The ECD team will carry out a review of the submitted BOP application form and supporting documents. If additional approvals from government authorities are not required, ECD will complete the review and issue the ECD BOP to the client.

For restricted business activities, ECD will issue NOC letters to the relevant authorities to allow clients to obtain the necessary approvals.

STEPS 3 AND 4

Once the client submits to ECD the necessary approvals from government authorities for any restricted business activities, the documents will undergo a final review and the ECD BOP will be issued.

ECD BOP requirements are subject to change and the client may be required to provide additional documentation to complete the licensing process. Please refer to the latest requirements as set out in the 'How to obtain your Business Operation Permit in Expo City Dubai' guidelines.