

Expo City Dubai Authority Services:

Fees and Service Charges List



Expo City Dubai is the pioneering legacy of Expo 2020 Dubai and a digitally driven free zone for the future. Expo City Dubai Authority offers a variety of services including business setup packages and government and documentation services.

No.	Service	Fees (AED)	Frequency
1	Registration and Licensing Services	'	
1.1	Business Setup - New (includes Registration, Licence and Company Card)		
1.1.1	Initial Approval	500	Per instance
1.1.2	Commercial Licence (one group)	10,000	Annually
1.1.3	Commercial Licence (two groups)	13,000	Annually
1.1.4	Holding Licence	30,000	Annually
1.1.5	E-Commerce Licence	30,000	Annually
1.1.6	General Trading Licence	25,000	Annually
1.1.7	Industrial Licence	15,000	Annually
1.1.8	Logistics Licence	15,000	Annually
1.1.9	Service Licence	10,000	Annually
1.1.10	Sublease of Licensed premises	1,500	Per instance
1.1.11	Registration of the company	5,000	Per instance
1.1.12	Government Approval Assistance	1,000	Per instance
1.1.13	Bank Account Setup Assistance	2,000	Per instance
1.1.14	Fast-Track Service	3,000	Per instance
1.2	Renewal of Licence		
1.2.1	Renewal of Commercial Licence (one group)	10,000	Annually
1.2.2	Renewal of Commercial Licence (two groups)	13,000	Annually
1.2.3	Renewal of Holding Licence	30,000	Annually
1.2.4	Renewal of E-Commerce Licence	30,000	Annually
1.2.5	Renewal of General Trading Licence	25,000	Annually
1.2.6	Renewal of Industrial Licence	15,000	Annually
1.2.7	Renewal of Logistics Licence	15,000	Annually
1.2.8	Renewal of Service Licence	10,000	Annually
1.2.9	Late payment fee for renewal of Licence (from 31st day to 59th day)	1,500	Period
1.2.10	Late payment fee for renewal of Licence (from 60th day to 89th day)	3,000	Period
1.2.11	Late payment fee for renewal of Licence (from 90th day onwards)	6,000	Period



No.	Service	Fees (AED)	Frequency
1.3	Amendment of Licence	'	
1.3.1	Addition of Business Activities on Licence (above allowed number)	500	Per additional activity
1.3.2	Address change	500	Per instance
1.3.3	Amendment of Activity List	500	Per instance
1.3.4	Amendment of Articles of Association (AOA)	750	Per instance
1.3.5	Brand Name Amendment	500	Per instance
1.3.6	Company Capital Change	1,000	Per instance
1.3.7	Change from one Group to two Groups (for Licence)	1,000	Once off
1.3.8	Company Manager change on Licence	1,000	Per instance
1.3.9	Company Manager Register	200	Per instance
1.3.10	Conversion to/from FZ-LLC to/from Branch	3,000	Per instance
1.3.11	Director/Secretary change	1,000	Per instance
1.3.12	Director Register	200	Per instance
1.3.13	Secretary(s) Register	200	Per instance
1.3.14	Freezing of Licence (1 year)	3,000	Per instance
1.3.15	Reactivation of Licence	1,000	Per instance
1.3.16	Shareholder/Director/Company Manager's personal details change	200	Per instance
1.3.17	Share Transfer Package	1,500 in addition to (2%) of the value of total shares transferred up to a maxi-mum of AED 10,000	Per instance
1.3.18	Signatory list change	500	Per instance
1.3.19	Trade Name change	1,500	Per instance
1.3.20	Sublease of Licensed Premises Amendment	500	Per instance
1.3.21	Financial Year Change	1,000	Per instance
1.4	Continuation of Licence		
1.4.1	Continuation from the free zone	10,000	Per instance
1.4.2	Continuation to the free zone	5,000	Per instance
1.5	One Free Zone Passport		
1.5.1	Business Set-up - (Branch)	3,000	Per instance
1.5.2	Business Set-up - Business Operation Permit	1,000	Per instance



1.6 1.6.1	Cancellation of Licence		
1.6.1	Cancellation of Licence		
	Cancellation of Licence	1,000	Per instance
2	Other Company Services		
2.1	Company Card		
2.1.1	New Company Card	2,500	Per instance
2.1.2	Renewal of Company Card	2,500	Annually
2.1.3	Amendment of Company Card	350	Per instance
2.1.4	Cancellation of Company Card	300	Per instance
2.2	Company Letters, Certificates, and Documents Attestat	tion	
2.2.1	Good Standing Certificate	2,000	Per instance
2.2.2	Incumbency Certificate	1,000	Per instance
2.2.3	Reissuance of Share Register (entire history)	200	Per instance
2.2.4	Share Certificate (summary and up-to-date Share value)	1,000	Per instance
2.2.5	Document attestation (e.g. Specimen Signature)	200	Per instance
2.2.6	True Copy of Registration and Licence (issued documents)	500	Per instance
2.2.7	Miscellaneous and third-party letters / No Objection Certificate	250	Per instance
2.2.8	Dual Licence NOC	250	Per instance
2.2.9	One Free Zone Passport - NOC	500	Per instance
2.2.10	Non-Standard Articles of Association (AOA)	1,000	Per instance
2.2.11	Share Pledge Registration	3,000	Per instance
2.2.12	Share Pledge Amendment	3,000	Per instance
2.2.13	Share Pledge Release	3,000	Per instance
3	Permit Services		
3.1	Freelance Permit		
3.1.1	Freelance Permit - New	7,000	Annually
3.1.2	Amendment of Freelance Permit - Brand Name Amendment	100	Per instance
3.1.3	Amendment of Freelance Permit - Individual Name change in Permit	250	Per instance
3.1.4	Amendment of Freelance Permit - Activities/ Profession change	250	Per instance
3.1.5	Renewal of Freelance Permit	7,000	Annually
3.1.6	Late payment fee for renewal of Licence (from 31st day to 59th day)	500	Period
3.1.7	Cancellation of Freelance Permit	250	Per instance



No.	Service	Fees (AED)	Frequency
3.2	Business Operation Permits		
3.2.1	Business Operation Permit (1-3 days)	700	Per instance
3.2.2	Business Operation Permit (7 days)	900	Per instance
3.2.3	Business Operation Permit (14 days)	1,300	Per instance
3.2.4	Business Operation Permit (1 month)	2,000	Per instance
3.2.5	Business Operation Permit (2-3 months)	3,000	Per instance
3.2.6	Business Operation Permit (4-6 months)	5,000	Per instance
3.2.7	Business Operation Permit (7-9 months)	8,000	Per instance
3.2.8	Business Operation Permit (10-12 months)	10,000	Per instance
3.3	Business Operation Permits Amendments		
3.3.1	Amendment of Business Operation Permit - Address change	250	Per instance
3.3.2	Amendment of Business Operation Permit - Brand Name change	100	Per instance
3.3.3	Amendment of Business Operation Permit - Company Manager change	375	Per instance
3.3.4	Amendment of Business Operation Permit - Company Manager's details change	50	Per instance
3.3.5	Amendment of Business Operation Permit - Trade Name change	750	Per instance
3.3.6	Renewal of Business Operation Permit	10,000	Annually
3.3.7	Cancellation of Business Operation Permit	250	Per instance
3.4	Event Operation Permits		
3.4.1	Event Operation Permit (up to 24 hours)	235	Per instance
3.4.2	Event Operation Permit (up to 2 days)	470	Per instance
3.4.3	Event Operation Permit (up to 3 days)	700	Per instance
3.4.4	Event Operation Permit (7 days)	900	Per instance
3.4.5	Event Operation Permit (14 days)	1,300	Per instance
3.4.6	Event Operation Permit (1 month)	2,000	Per instance
3.4.7	Event Operation Permit (2-3 months)	3,000	Per instance
3.4.8	Event Operation Permit (4-6 months)	5,000	Per instance
3.4.9	Event Operation Permit (7-9 months)	8,000	Per instance
3.4.10	Event Operation Permit (10-12 months)	10,000	Per instance
3.4.11	Amendment of Event Operation Permit - Event duration change	Pro-rate	Per instance



No.	Service	Fees (AED)	Frequency
3.5	Asset Management Permits		
3.5.1	General Work Permit/ Construction Permit	3,000	Per instance
3.5.2	Major Fit-out Permit	1 AED per sqft (a min of 2,000 & a max of 20,000)	Per instance
3.5.3	Minor Fit-out Permit	1,500	Per instance
3.5.4	Fit-out Completion Certificate	1,000	Per instance
3.5.5	Permit to store assets	500	Per instance
3.5.6	Mobile Crane Permit	1,000	Per instance
3.5.7	Energization services permit such as sprinkler systems, chilled water	500	Per instance
3.5.8	Electrical Energized Permit	500	Per instance
3.5.9	Excavation Permit	2,500	Per instance
3.5.10	Demolition permit	1,000	Per instance
3.5.11	Contractor Mobilization	1,000	Per instance
3.5.12	Dewatering Permit	1,000	Per instance
3.5.13	Shoring permit	1,000	Per instance
3.5.14	Building modification permit	1,000	Per instance
3.5.15	Piling Permit	1,500	Per instance
3.5.16	Suspension of work permit	500	Per instance
3.5.17	Land Demarcation Service	1,000	Per instance
3.5.18	Building / Project Completion Certificate	5,000 (including 1st and 2nd inspection) and 10,000 for 3rd inspection	Per instance
3.5.19	Change in consultant/contractor	1,000	Per instance
3.5.20	Mobilization of a new contractor after the change of contractor	1,000	Per instance
3.5.21	Isolation of building systems	1,000	Per instance
3.5.22	Discharge Permit for allowing waste to be connected to the ECD system	500	Per instance
3.5.23	Road Closure, including Parking areas	500	Per instance
3.5.24	Hoarding Permit	50 AED per meter	Per instance
3.5.25	Heavy equipment on Concourse	500	Per instance
3.5.26	Temporary service connection	500 per day	Per instance
3.5.27	Drone Flight Permit	500	Per instance



No.	Service	Fees (AED)	Frequency
3.6	Advertising Permits		
3.6.1	Advertising on Building Signage, such as Wall Mounted Hoarding/Banner, Building Wrap, Roof Top Sign, Billboard (Unipole, Hoarding, Megacom, Mupie, Lampost Sign), Construction Fence, Inflatable & Floating Signage, Bridge Banner, Roundabout Branding.	5,000	Per instance
3.6.2	Advertising on Building Signage, including (Podium Parapet Sign), (Roof Parapet Sign).	2,500	Per instance
3.6.3	Advertising of Flags or Free-Standing Units.	1,500	Per instance
3.6.4	Advertising on Building Signage (Window Sticker)	1,000	Per instance
3.6.5	Advertising Signage (Ground Floor Shop Signage)	500	Per instance
4	Visa Services		
4.1	Business Visit Visa (Mission) – 90 Days Single Entry		
4.1.1	Opening of Business Visit Visa file	5,200	Once off
4.1.2	Business Visit Visa (Mission) – deposit (for one visa)	1,041	Per instance
4.1.3	Business Visit Visa (Mission) – deposit (up to 5 visas)	5,041	Per instance
4.1.4	Business Visit Visa (Mission) – inside UAE	3,450	Per instance
4.1.5	Business Visit Visa (Mission) – outside UAE	2,800	Per instance
4.1.6	Additional number for Business Visit Visa	3,750	Per instance
4.1.7	Closing of Business Visit Visa	250	Per instance
4.2	Employment Visa Packages - standard processing time	e (includes Visa and	d ECD ID)
4.2.1	New Employment Visa - inside UAE (1 year)	3,800	Per instance
4.2.2	New Employment Visa - inside UAE (2 years)	4,500	Per instance
4.2.3	New Employment Visa - outside UAE (1 year)	2,700	Per instance
4.2.4	New Employment Visa - outside UAE (2 years)	3,200	Per instance
4.2.5	Renewal of Employment Visa (1 year)	2,500	Per instance
4.2.6	Renewal of Employment Visa (2 years)	3,100	Per instance
4.2.7	Amendment of Employment Visa	1,250	Per instance
4.2.8	Cancellation of Employment Visa - inside UAE	500	Per instance
4.2.9	Cancellation of Employment Visa - outside UAE	750	Per instance
4.2.10	Cancellation of Entry Permit (unutilised)	500	Per instance
4.2.11	Cancellation of Entry Permit (utilised)	1,000	Per instance



No.	Service	Fees (AED)	Frequency
4.3	Employment Visa Packages - urgent processing time (includes Visa and ECD ID)		
4.3.1	New Employment Visa - inside UAE (1 year)	5,800	Per instance
4.3.2	New Employment Visa - inside UAE (2 years)	6,200	Per instance
4.3.3	New Employment Visa - outside UAE (1 year)	5,000	Per instance
4.3.4	New Employment Visa - outside UAE (2 years)	5,450	Per instance
4.3.5	Renewal of Employment Visa (1 year)	4,000	Per instance
4.3.6	Renewal of Employment Visa (2 years)	4,600	Per instance
4.3.7	Amendment of Employment Visa	1,370	Per instance
4.3.8	Cancellation of Employment Visa - inside UAE	690	Per instance
4.3.9	Cancellation of Employment Visa - outside UAE	1,080	Per instance
4.3.10	Cancellation of Entry Permit (unutilised)	650	Per instance
4.3.11	Cancellation of Entry Permit (utilised)	1,300	Per instance
4.4	Student Residence Visa - standard processing time		
4.4.1	New Student Residence Visa - inside UAE (1 year)	3,200	Per instance
4.4.2	New Student Residence Visa - outside UAE (1 year)	2,000	Per instance
4.4.3	Renewal of Student Residence Visa (1 year)	1,500	Per instance
4.4.4	Cancellation of Student Residence Visa - inside UAE	500	Per instance
4.4.5	Cancellation of Student Residence Visa - outside UAE	780	Per instance
4.4.6	Cancellation of Entry Permit (unutilised)	500	Per instance
4.4.7	Cancellation of Entry Permit (utilised)	780	Per instance
5	Other Government Services		
5.1	Amendment of Employment Contract	150	Per instance
5.2	Emirates ID reissuance	500	Per instance
5.3	Employee Status Report (DNRD Report)	300	Per instance
5.4	Government Fine processing fee	200	Per instance
5.5	Job title change upon renewal of Employment Visa	500 In addition to renewal fee	Per instance
5.6	New absconding request	5,000	Per instance
5.7	Withdrawal of the absconding request	2,000	Per instance
5.8	Request for additional Employee Allocation	2,500	Per additional employee
5.9	Employee Allocation modification	500	Per instance
5.10	Overstay fine	200	Per instance



No.	Service	Fees (AED)	Frequency
6	ECD Identification (ID)		
6.1	Permanent Non-Sponsored ECD ID		
6.1.1	New Permanent Non-Sponsored ECD ID (1 year)	800	Annually
6.1.2	New Permanent Non-Sponsored ECD ID (2 years)	1,600	Biennial
6.1.3	Permanent Non-Sponsored ECD ID Renewal (1 year)	800	Annually
6.1.4	Permanent Non-Sponsored ECD ID Renewal (2 years)	1,600	Biennial
6.1.5	Permanent Non-Sponsored ECD ID Cancellation	300	Per instance
6.2	Temporary ECD ID		
6.2.1	New Temporary ECD ID (1 month)	200	Per instance
6.2.2	New Temporary ECD ID (3 months)	450	Per instance
6.2.3	New Temporary ECD ID (6 months)	600	Per instance
6.3	Other ECD ID services		
6.3.1	ECD ID Amendment	200	Per instance
6.3.2	ECD ID Card Replacement	100	Per instance
6.4	Business Operation Permit (BOP) ECD ID		
6.4.1	New BOP ECD ID (2-3 months)	450	Per instance
6.4.2	New BOP ECD ID (4-6 months)	600	Per instance
6.4.3	New BOP ECD ID (7-12 months)	800	Per instance
6.5	Events Operations Permit (EOP) ECD ID		
6.5.1	New EOP ECD ID (2-3 months)	100	Per instance
6.5.2	New EOP ECD ID (4-6 months)	200	Per instance
6.5.3	New EOP ECD ID (7-9 months)	300	Per instance
6.5.4	New EOP ECD ID (10-12 months)	400	Per instance



No.	Service	Fees (AED)	Frequency
7	Documentation Services		
7.1	For Individuals		
7.1.1	Document attestation	200	Per instance
7.1.2	Employment contract attestation	200	Per instance
7.1.3	Letter to the bank	200	Per instance
7.1.4	Letter to consulate/embassy	200	Per instance
7.1.5	Letter to Dubai Police	200	Per instance
7.1.6	Letter to the General Directorate of Residence and Foreigners (GDRFA)	200	Per instance
7.1.7	Letter to request off-site work	200	Per instance
7.1.8	Letter to the Road and Transport Authority (RTA) for a driving licence	200	Per instance
7.1.9	Salary Certificate	200	Per instance
7.1.10	Golden Visa No Objection Certificate/Letter	2,000	Per instance
7.2	For Companies		
7.2.1	Company Certificate for banks	250	Per instance
7.2.2	Company Certificate for Dubai Economy and Tourism (DET)	250	Per instance
7.2.3	Company Certificate for Dubai Customs	250	Per instance
7.2.4	Company Certificate for Dubai Electricity & Water Authority (DEWA)	250	Per instance
7.2.5	Company Certificate for Dubai Municipality	250	Per instance
7.2.6	Company Certificate for Etisalat / DU	250	Per instance
7.2.7	Company Certificate for GDRFA	250	Per instance
7.2.8	Company Certificate for other free zones	250	Per instance
7.2.9	ECD Employee Report	250	Per instance
7.2.10	Letter to Emirates Post	250	Per instance
7.2.11	Letter to Dubai Police	250	Per instance
7.2.12	Letter to RTA for Heavy/ Light Vehicle Registration	250	Per instance
7.2.13	Letter to RTA for Vehicle Branding	250	Per instance
7.2.14	Court Referral Letter for Employee/Labour Disputes	500	Per instance
7.2.15	Miscellaneous and third-party letters / No Objection Certificate	250	Per instance
7.2.16	Permit to operate outside standard operating hours (night shift and weekends)	1,500	Once off
All documents provided in English with those marked * also available in Arabic.			



No.	Service	Fees (AED)	Frequency
8	Food and Beverage Services		
8.1	NOC for alcohol service	15,000	Per instance
8.2	NOC for event alcohol service	5,000	Per instance
8.3	NOC/Permit for outdoor seating (for restaurants & cafes)	1,000	Per instance
8.4	NOC for shisha service	10,000	Per instance
8.5	Renewal of NOC for alcohol service	5,000	Per instance
9	ECDA Packages		
9.1	Expo Freelance (includes Permit, and Visa)		
9.1.1	Expo Freelance- 1 year	9,000	Annually
9.1.2	Expo Freelance- 2 years	16,000	Annually
9.2	Expo Multi		
9.2.1	Expo Multi (includes Initial Approval, Registration, Licence, and Company Card)	38,000	Three Years
9.3	Expo Business Hub Package		
9.3.1	Expo Business Hub Package 1 (includes Registration, Licence, and Shared desk)	12,500	Annually
9.3.2	Expo Business Hub Package 2 (includes Registration, Licence, Company Card (1-4 Visa Allocation), and Shared desk)	17,550	Annually
9.4	Expo Fellow (including Initial Approval, Registration, an	d Licence)	
9.4.1	Expo Fellow - Licence (without Shared desk)	5,000	Annually
9.4.2	Expo Fellow - Licence (with Shared desk)	15,000	Annually
9.5	Expo Fellow – BOP		
9.5.1	Expo Fellow - BOP (1-3 days)	70	Per instance
9.5.2	Expo Fellow - BOP (4 -7 days)	90	Per instance
9.5.3	Expo Fellow - BOP (8 - 14 days)	130	Per instance
9.5.4	Expo Fellow - BOP (1 month)	200	Per instance
9.5.5	Expo Fellow - BOP (2-3 months)	300	Per instance
9.5.6	Expo Fellow - BOP (4-6 months)	500	Per instance
9.5.7	Expo Fellow - BOP (7-9 months)	800	Per instance
9.5.8	Expo Fellow - BOP (10-12 months)	1,000	Per instance