



Application for Change of Company Name

Company Name: _____ Contact Number: _____

Premises Leased: _____ Location: _____ Lease Exp.: _____

License Type: _____ License No.: _____ License Exp.: _____

I / We being the Owner of the above mentioned Company hereby declare that subject to approval of the SRTI Park, the above mentioned name be changed to the following.

Proposed New Names:

Option 1	
Option 2	
Option 3	

We undertake to accept all previous liabilities related to the old name of the above-mentioned Company.

Reason for Proposed Changes:

Other Amendments:

<input type="checkbox"/>	Manager Name	(From _____ To _____)
<input type="checkbox"/>	Share Capital	(From _____ To _____)
<input type="checkbox"/>	Change of Financial year	(From _____ To _____)

Authorized representative on behalf of Company

Name: _____	Passport # / ID #: _____
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I/We the undersigned hereby declare and certify that the above details are accurate & confirm that the signature(s) in this request & attached board resolution (if applicable) is true & correct. **Further, we hereby undertake that we have detailed understanding of the applicable fees, documents required & to be status of Company (legal status, lease rates & revision in documents) once our request is processed.** In the event of any discrepancy to the above mentioned information, the undersigned and the company will be liable to Local and Federal Rules and any other penalty without prejudice and compensation by SRTI Park, any approval and the resultant documents and transactions will be treated as null and void with retrospective effect.

Authorized Signatory & Company Stamp	For SRTI Park official use (Signature Verified)
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Important Notes:

- Please check the requirements & fees on reverse.
- SRTI Park reserves the right to cancel the request after 30 days, if there is no follow up by the applicant to complete the process and fees paid will not be refunded.



Registration & Licensing Requirements for Change of Company Name

1. SRTI Park application form duly typed, signed & stamped for the Approval of changing Company's name.
2. **Board Resolution or Minutes of Meeting (Owners declaration - for FZE)** signed by all the Shareholders of the Company on the Company Letterhead stating new Company name.
 - a. In case the Shareholder is a company, Legalized Board Resolution with the above details shall be submitted.
 - b. Must be notarized & attested in case of a foreign document for subsidiary companies & if the owner/shareholder is foreign Company (it should be attested by UAE Consulate from the Country of Origin & Ministry of Foreign Affairs in UAE)
3. Legalized corporate documents including Certificate of Incorporation, Good Standing, Memorandum and Articles of Association, Board Resolution and Power of Attorney if the Owner of FZE/share holder of FZC is a company (In case of foreign company it should be attested by UAE Consulate from the Country of origin).
4. **Fees Payable :- Dhs. 5000/-**
5. **Lease & License renewal payment & requirements to be complied if renewal invoice is generated.**
6. **Revised Lease rates will be applicable & new tenancy contract** will be prepared with the new original lease date and revised lease amount.
(Facility Type _____, current lease _____/-year, revised lease _____/-year)
7. Submit the following Original Documents
 - a. Trade License(s)
 - b. Tenancy Contract
 - c. Memorandum & Articles of Association (only upon status change)
 - d. Share Certificate
 - e. Incorporation Certificate
8. Presence of all the related parties for signature(s).
9. Amended Documents as per below shall be released only after **15 days** of publication notice.

Change of Legal Status		Change of Tenancy Contract		Share Certificate / Certificate of incorporation		License Certificate	
FZE to FZC	<input type="checkbox"/>	Applicable	<input type="checkbox"/>	Applicable	<input type="checkbox"/>	Applicable	<input type="checkbox"/>
FZC to FZE	<input type="checkbox"/>	Not Applicable	<input type="checkbox"/>	Not Applicable	<input type="checkbox"/>	Not Applicable	<input type="checkbox"/>

General Schedule of Amendments:

Task Type	Presence Required	Days
Discussion regarding details of Amendment & verification	PRO / Authorized Representative	1
Submission of Documents & Payment	PRO / Authorized Representative	1
Signature of Parties	All Parties	As per Appointment (1-3days)
Collection of Documents	PRO / Authorized Representative	15 days after Publication

_____ On behalf of Legal Amendment	_____ Accepted By, On behalf of Company
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