

Incorporation Checklist Guidance Notes



ABU DHABI GLOBAL MARKET
سوق أبوظبي العالمي

Types of Companies	Authorised Signatory	Director	Secretary	Shareholder / Member
Public Company				
Public Company Limited by Shares	<ul style="list-style-type: none"> • Minimum 1 • Individual • At least 18 years old 	<ul style="list-style-type: none"> • Minimum 2 • Individual / Corporate • At least one must be individual • Individual must be at least 18 years old • Corporate – no restrictions on jurisdiction of registration 	<ul style="list-style-type: none"> • Minimum 1 • Individual / Corporate • Can act jointly • Individual must be at least 18 years old • Corporate – no restrictions on jurisdiction of registration 	<ul style="list-style-type: none"> • Minimum 1 • Individual / Corporate • Individual must be at least 18 years old • No restrictions on nationality or place of registration
Private Company				
Private Company Limited by Shares	<ul style="list-style-type: none"> • Minimum 1 • Individual • At least 18 years old 	<ul style="list-style-type: none"> • Minimum 1 • Individual / Corporate • One must be individual • Individual must be at least 18 years old • Corporate – no restrictions on jurisdiction of registration 	<ul style="list-style-type: none"> • Not mandatory • Individual / Corporate • Can act jointly • Individual must be at least 18 years old • Corporate – no restrictions on jurisdiction of registration 	<ul style="list-style-type: none"> • Minimum 1 • Individual / Corporate • Individual must be at least 18 years old • No restrictions on nationality or place of registration
Private Company Limited by Guarantee				
Restricted Scope Company				
Branch				
Branch of Foreign Company	<ul style="list-style-type: none"> • Minimum 1 • Individual • At least 18 years old 	<ul style="list-style-type: none"> • Based on the regulations of the home jurisdiction 	<ul style="list-style-type: none"> • Based on the regulations of the home jurisdiction 	<ul style="list-style-type: none"> • Based on the regulations of the home jurisdiction
Unlimited Company				
Private Company Unlimited with Shares	<ul style="list-style-type: none"> • Minimum 1 • Individual • At least 18 years old 	<ul style="list-style-type: none"> • Minimum 1 • Individual / Corporate • One must be individual • Individual must be at least 18 years old • Corporate – no restrictions on jurisdiction of registration 	<ul style="list-style-type: none"> • Not mandatory • Individual / Corporate • Can act jointly • Individual must be at least 18 years old • Corporate – no restrictions on jurisdiction of registration 	<ul style="list-style-type: none"> • Minimum 1 • Individual / Corporate • No restrictions on nationality or place of registration • Individual must be at least 18 years old
Private Company Unlimited without Shares				

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Investment Company				
Investment Company	<ul style="list-style-type: none"> • Minimum 1 • Individual • At least 18 years old 	<ul style="list-style-type: none"> • Minimum 1 • At least one must be Corporate • At least one must be approved investment Fund Manager by FSRA or any other regulatory bodies 	<ul style="list-style-type: none"> • Not mandatory • Individual / Corporate • Can act jointly • Individual must be at least 18 years old • Corporate – no restrictions on jurisdiction of registration 	<ul style="list-style-type: none"> • Minimum 1 • Individual / Corporate • Individual must be at least 18 years old • No restrictions on nationality or place of registration
Cell Company				
Protected Cell Company	<ul style="list-style-type: none"> • Minimum 1 • Individual • At least 18 years old 	<ul style="list-style-type: none"> • Minimum 1 • Individual / Corporate • One must be individual • Individual must be at least 18 years old • Corporate – no restrictions on jurisdiction of registration 	<ul style="list-style-type: none"> • Not mandatory • Individual / Corporate • Can act jointly • Individual must be at least 18 years old • Corporate – no restrictions on jurisdiction of registration 	<ul style="list-style-type: none"> • Minimum 1 • Individual / Corporate • Individual must be at least 18 years old • No restrictions on nationality or place of registration
Incorporated Cell Company				
Incorporated Cell				

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Types of Companies	Public Company Limited by Shares	Private Company Limited by Shares	Private Company Limited by Guarantee	Restricted Scope Company	Branch of Foreign Company	Private Company Unlimited with Shares	Private Company Unlimited without Shares	Investment Company	Protected Cell Company	Incorporated Cell Company	Incorporated Cell
<p>Business Application For non-Financial and retail, this form must be submitted prior to the incorporation or registration of the company.</p> <p>For more information or clarification in completing this form, please contact Registration Authority's Business Development team. The Business Development team of the Registration Authority is the first point of contact for all non-financial and retail entities who are interested to have presence in ADGM.</p>	X	X	X	X	X	X	X	X	X	X	X
<p>Name Reservation Every application for the registration of a company must be preceded or accompanied by an application to reserve a proposed name of that company.</p> <p>An application to reserve a company name must be submitted to the Registrar along with relevant requirements and fee. Reserved name must be used to incorporate a new company within 30 days from the date of reservation. Reservation can be extended for a further period of 30 days upon submission of name reservation extension form and fee.</p>	X	X	X	X	X	X	X	X	X	X	X
<p>Articles of Association Company may choose to adopt either 1) Model Articles, 2) Model Articles with amendments or 3) Bespoke.</p> <p>Registrar may accept unsigned or simply signed articles but will not be able to provide a certified true copy in the future. Alternatively, a notarized Articles or signed articles where signatures were witnessed by the Registrar can be submitted.</p>	X	X	X	X	Certified True copy of Articles of the Parent Company or any document with similar effect	X	X	X	X	X	X

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Types of Companies	Public Company Limited by Shares	Private Company Limited by Shares	Private Company Limited by Guarantee	Restricted Scope Company	Branch of Foreign Company	Private Company Unlimited with Shares	Private Company Unlimited without Shares	Investment Company	Protected Cell Company	Incorporated Cell Company	Incorporated Cell
Resolution A copy of resolution of the Board of Directors or Shareholders (or other applicable management or executive board): <ul style="list-style-type: none"> (a) Approving the incorporation of the company in Abu Dhabi Global Market; (b) Appointing the person authorized to sign documents on behalf of the body corporate in relation to the incorporation of the new Company; (c) Appointing the person authorized to sign documents in all matters following incorporation of the new Company. (d) Appointment of director(s) (e) Appointment of secretary(ies), if any (f) Adoption of the Articles of Association 	X	X	X	X	Approving the registration in ADM and appointing authorised signatories	X	X	X	X	X	X
Lease Agreement Copy of the lease agreement for the office space in ADGM or memorandum of lease or any other document evidencing that the office space is reserved by way of lease reservation letter. This must be valid for at least one year from the date of incorporation/registration.	X	X	X	X	X	X	X	X	X	X	X

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	Public Company Limited by Shares	Private Company Limited by Shares	Private Company Limited by Guarantee	Restricted Scope Company	Branch of Foreign Company	Private Company Unlimited with Shares	Private Company Unlimited without Shares	Investment Company	Protected Cell Company	Incorporated Cell Company	Incorporated Cell
Beneficial / Ultimate Owner For each corporate shareholder, completed and signed Form BO-01 – Details of Beneficial / Ultimate Ownership	X	X	X	X	X	X	X	X	X	X	X
Data Protection Completed and signed Form DP-01 – Data Protection initial registration	X	X	X	X	X	X	X	X	X	X	X
Authorised Signatory, Director, Secretary and Shareholder / Member - Individual											
Passport A copy valid passport's information page.	X	X	X	X	X	X	X	X	X	X	X
UAE Visa A copy valid UAE Visa or UAE entry stamp page	X	X	X	X	X	X	X	X	X	X	X
Emirates ID A copy of United Arab Emirates national Identification card. This is mandatory for UAE National	X	X	X	X	X	X	X	X	X	X	X
Authorised Signatory, Director, Secretary and Shareholder / Member / - Corporate, Parent Company (Branch)											
Certificate of Incorporation / Registration A copy of Certificate of Incorporation or Registration (as the case may be) in its place of origin, or a document of similar effect, certified by the relevant authority in the jurisdiction in which it is incorporated or registered. Alternatively, a copy of company's extract or certificate of good standing issued by the relevant authority. It should be issued no longer than 3 months.	X	X	X	X	X	X	X	X	X	X	X