



## Business Application

| No.                                     | Requirement   | Status                   |
|---|---|--------------------------|
| <b>General Information</b>              |   |                          |
| 1.                                      | Choose Company name   | <input type="checkbox"/> |
| 2.                                      | Provide details of contact person, including email address. This is the person lodging the application.   | <input type="checkbox"/> |
| 3.                                      | Select business activity from the list. Refer to list of permitted business activities in ADGM.   | <input type="checkbox"/> |
| 4.                                      | Provide copy of business plan.  | <input type="checkbox"/> |
| <b>Parent Company Details</b>           |   |                          |
| 5.                                      | A copy of Certificate of Incorporation or Registration, or a document of similar effect, certified by the relevant authority in the jurisdiction in which it is incorporated or registered or by its director or company secretary (issued no more than three months).. | <input type="checkbox"/> |
| <b>Details of Parent's shareholders</b> |   |                          |
| 6.                                      | Provide details of the parent's shareholder - individual  | <input type="checkbox"/> |
| 7.                                      | Copy of passport  | <input type="checkbox"/> |
| 8.                                      | Copy of UAE Visa or Entry stamp in the UAE  | <input type="checkbox"/> |
| 9.                                      | Copy of Emirates ID (mandatory for UAE nationals)   | <input type="checkbox"/> |
| 10.                                     | Copy of Profile / CV  | <input type="checkbox"/> |
| <b>Founding Member – Corporate</b>      |   |                          |
| 11.                                     | Provide details of the parent's shareholder – corporate   | <input type="checkbox"/> |
| 12.                                     | A copy of Certificate of Incorporation or Registration, or a document of similar effect, certified by the relevant authority in the jurisdiction in which it is incorporated or registered or by its director or company secretary (issued no more than three months).. | <input type="checkbox"/> |
| <b>Management Team</b>                  |   |                          |
| 13.                                     | Provide details of management team  | <input type="checkbox"/> |
| 14.                                     | Copy of Profile / CV  | <input type="checkbox"/> |
| 15.                                     | Copy of membership certificate (if applicable)  | <input type="checkbox"/> |
| 16.                                     | Copy of passport (including the Unified Number for UAE nationals)   | <input type="checkbox"/> |
| <b>Proposed Authorised Signatories</b>  |   |                          |
| 17.                                     | Provide details of proposed authorised signatory  | <input type="checkbox"/> |
| 18.                                     | Copy of passport (including the Unified Number for UAE nationals)   | <input type="checkbox"/> |
| 19.                                     | Copy of UAE Visa or Entry stamp in the UAE  | <input type="checkbox"/> |
| 20.                                     | Copy of Emirates ID (mandatory for UAE nationals)   | <input type="checkbox"/> |
| <b>Good Standing Information</b>        |   |                          |
| 21.                                     | Provide good standing declaration by answering the questionnaire on the form.   | <input type="checkbox"/> |



|     | Fee  |                          |
|-----|--|--------------------------|
| 22. | Pay USD300 (via Credit card, Electronic Fund Transfer) | <input type="checkbox"/> |

## Application to Register a Branch of Foreign Company

| No.                    | Requirement  | Status                   |
|------------------------|--|--------------------------|
| <b>General Details</b> |  |                          |
| 1.                     | <b>Business Application</b><br>In principle approval from the Registration Authority.  | <input type="checkbox"/> |
| 2.                     | <b>Company Name – Sensitive Name</b><br>Approval to use sensitive name issued by the relevant authority. (if applicable)   | <input type="checkbox"/> |
| 3.                     | <b>Company Name – Similar name</b><br>Approval to use similar name registered in other jurisdiction issued by the relevant authority.  | <input type="checkbox"/> |
| 4.                     | <b>Trade Name</b><br>A copy of evidence showing the right to use the proposed trade name. (e.g. trademark registration, franchise agreement, etc)  | <input type="checkbox"/> |
| 5.                     | <b>Trade Name</b><br>A copy of approval to use sensitive words or expressions. (if applicable)   | <input type="checkbox"/> |
| 6.                     | <b>Trade Name</b><br>A copy of approval to use the propose trade name that is very similar to another trade name registered in ADGM or other jurisdiction (if applicable)  | <input type="checkbox"/> |
| 7.                     | <b>Resolution</b><br>A copy of resolution of the Board of Directors or Shareholders of the Parent Company (or other applicable management or executive board):<br>(a) Approving the registration of the branch in Abu Dhabi Global Market;<br>(b) Appointing the person authorized to sign documents on behalf of the body corporate in relation to the incorporation of the new Company;<br>(c) Appointing the person authorized to sign documents in all matters following registration of the new Company.<br><br>This document will also serve as the evidence of appointment of Authorised Signatories. | <input type="checkbox"/> |
| 8.                     | <b>Certificate of Incorporation or Registration</b><br>A copy of Parent company's Certificate of Incorporation or Registration or any document of similar effect, certified by the relevant authority in the jurisdiction in which it is incorporated or registered. Alternatively, certified as true copy by director or secretary of the relevant entity.  | <input type="checkbox"/> |
| 9.                     | <b>Articles of Association</b><br>A copy of Articles of association of the parent company or any document of similar effect  | <input type="checkbox"/> |
| 10.                    | <b>Audited Accounts</b><br>A copy of parent company's audited accounts.  |                          |



| Addresses   |  |                          |
|---|--|--------------------------|
| 11.   | <p><b>Lease Agreement</b><br/>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.</p>   | <input type="checkbox"/> |
| Authorised Signatory  |  |                          |
|   | <b>Individual</b>  |                          |
| 12.   | Copy of passport (including the Unified Number for UAE nationals)  | <input type="checkbox"/> |
| 13.   | Copy of UAE Visa or Entry stamp in the UAE   | <input type="checkbox"/> |
| 14.   | Copy of Emirates ID (mandatory for UAE nationals)  | <input type="checkbox"/> |
| 15.   | <p><b>Evidence of Appointment</b><br/>A document evidencing the appointment of Authorised signatory. This may be in the form of resolution (refer to item 7 above)</p>   | <input type="checkbox"/> |
| Director - (this refers to the director of the parent company)                |  |                          |
|   | <b>Individual</b>  |                          |
| 16.   | Copy of passport   | <input type="checkbox"/> |
|   | <b>Corporate</b>   |                          |
| 17.   | A copy of Certificate of Incorporation or Registration, or a document of similar effect, certified by the relevant authority in the jurisdiction in which it is incorporated or registered or by its director or company secretary (issued no more than three months)  | <input type="checkbox"/> |
| 18.   | <p><b>Evidence of Appointment (applicable for both individual &amp; Corporate)</b><br/>A document evidencing the appointment of director. This may be in the form of resolution (refer to item 7 above)</p>  | <input type="checkbox"/> |
| Secretary - (this refers to the director of the parent company)               |  |                          |
|   | <b>Individual</b>  |                          |
| 19.   | Copy of passport   | <input type="checkbox"/> |
|   | <b>Corporate</b>   |                          |
| 20.   | A copy of Certificate of Incorporation or Registration, or a document of similar effect, certified by the relevant authority in the jurisdiction in which it is incorporated or registered or by its director or company secretary (issued no more than three months). | <input type="checkbox"/> |
| 21.   | <p><b>Evidence of Appointment (Applicable for both individual &amp; Corporate)</b><br/>A document evidencing the appointment of secretary. This may be in the form of resolution (refer to item 7 above)</p>   | <input type="checkbox"/> |
| Anti-Money Laundering (AML) – applicable if proposed entity is subject to AML |  |                          |
|   | <b>Money Laundering Reporting Officer (MLRO)</b>   |                          |
| 22.   | Copy of passport   | <input type="checkbox"/> |
| 23.   | Copy of Curriculum Vitae   | <input type="checkbox"/> |



| Data Protection  |  |                          |
|--|--|--------------------------|
| 24.  | Provide details of Data Protection as per the online questionnaire   | <input type="checkbox"/> |
| Details of Ultimate Beneficial Owners – this is to identify the ultimate beneficial owners of holding more than 10% of the parent company. |  |                          |
| 25.  | <b>Corporate Structure</b><br>A chart showing the corporate structure of the entity – up to the individual who ultimately owns the company.  | <input type="checkbox"/> |
| 26.  | <b>Individual</b><br>Copy of passport of individual(s) who ultimately own(s) or effectively control(s) the company.  | <input type="checkbox"/> |
| 27.  | <b>Corporate</b><br>Register of member/shareholders or document evidencing the current shareholders of the company, i.e. each corporate shareholder in the corporate structure (issued no more than three months).<br><br>Please provide details of trust or public/listed company (if applicable) | <input type="checkbox"/> |
| Fee  |  |                          |
| 28.  | Pay USD10,000 – Non Financial; or<br>Pay USD6,000 – Retail<br>(via Credit card, Electronic Fund Transfer)  | <input type="checkbox"/> |

**For Further Information, please contact us.**

| Telephone Number | Email Address  |
|------------------|--|
| +971 2 333 8777  | <a href="mailto:adgm.registration@adgm.com">adgm.registration@adgm.com</a> |

This document is prepared for guidance purposes only and subject to change. The Registration Authority reserves the right to ask for additional documents and information.