

❖ Renewal of Civil Companies

▪ Name of Service	<u>Renewal of Civil Companies</u>
▪ Description (Simple Explanation of the Service):	<ul style="list-style-type: none"> <li>• Renewal of Civil Companies.</li> </ul>
▪ Service Category & Type:	<ul style="list-style-type: none"> <li>• Sub-service / Procedural</li> </ul>
▪ Service Beneficiary:	<ul style="list-style-type: none"> <li>• Individual - Companies</li> </ul>
▪ Steps for Receiving the Service (Customer Journey):	<ul style="list-style-type: none"> <li>• Submission of the application</li> <li>• Verification that there is no ban on licensing</li> <li>• Payment of fees.</li> <li>• Electronic archiving of documents</li> <li>• Sending the output by email.</li> </ul>
▪ Fees:	<ul style="list-style-type: none"> <li>• Fees for Renewal of Economic Licenses ED 600.</li> <li>• Fees of Administrative Services Application Form AED 50</li> <li>• Fees relating to the Permit for Installing the Trade Name Signboard AED 350</li> <li>• Attestation of Business Partnership Contract AED 250</li> <li>• Business Partnership Contract Form Fees AED 100</li> <li>• Approval of Signboard Specification Model AED 100.</li> <li>• Subject to the collection of Ajman Chamber's System fees</li> </ul>
▪ Service Correlation with other Services:	<ul style="list-style-type: none"> <li>• N/A</li> </ul>
▪ Partners (Service Plan):	<ul style="list-style-type: none"> <li>• N/A</li> </ul>
▪ Service Delivery Channels:	<ul style="list-style-type: none"> <li>• Service Delivery Centers - Website – Smart Application - Automatic Renewal</li> </ul>
▪ Forms used in Service Delivery:	<ul style="list-style-type: none"> <li>• License Application EA-1-1-F1</li> </ul>
▪ Service Delivery Duration:	<ul style="list-style-type: none"> <li>• 10mn</li> </ul>
▪ Limitation of the Service:	<ul style="list-style-type: none"> <li>• N/A</li> </ul>