

❖ Permit for Establishment's Warehouse Lease

❏ Name of Service	<u>Permit for Establishment's Warehouse Lease</u>
❏ Description (Simple Explanation of the Service):	<ul style="list-style-type: none"> Warehouse for storage of materials
❏ Service Category & Type:	<ul style="list-style-type: none"> Sub-service / Procedural
❏ Concerned Division	<ul style="list-style-type: none"> Customer Happiness Centers Division
❏ Service Beneficiary:	<ul style="list-style-type: none"> Establishment
<ul style="list-style-type: none"> Required Documents: 	<ul style="list-style-type: none"> Application for Permit Valid lease contract Site drawing (Croquis) Site plan Copy of passport and ID of the owner
	<ul style="list-style-type: none"> Copy of valid license Submission of the following external approvals: <ul style="list-style-type: none"> - Civil Defense - Police in case of storage of chemical substances - Municipality & Planning Department / Real Estate Regulation Department)
❏ Steps for Receiving the Service (Customer Journey)::	<ul style="list-style-type: none"> Presence of the concerned party or the representative of the company or establishment for request (application) approval. Creation of request (application) and submission of papers. Payment of fees Electronic archiving of documents Receipt of permit or its transmission by email.
❏ Terms & Conditions:	<ul style="list-style-type: none"> Permit holder must comply with laws and regulations and use the warehouse for storage of specified materials only. It is prohibited to store chemical substances and environmentally harmful materials packing and repacking are prohibited Permit holder must provide a trade name board on the door and open the warehouse for the competent officer upon request for inspection of contents In case of non-compliance with laws and regulations, the permit shall be cancelled and actions shall be taken against the violator as per the law
❏ Fees:	<ul style="list-style-type: none"> AED 300. Fees of Administrative Services Application Form AED 50.

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Service Correlation with other Services:	<ul style="list-style-type: none">N/A
Service Delivery Channels:	<ul style="list-style-type: none">Service Delivery Centers
Service Code:	<ul style="list-style-type: none">Application for Permit No .TL21
Service Delivery Duration::	<ul style="list-style-type: none">10mn
Limitation of the Service:	<ul style="list-style-type: none">N/A