

❖ Permit for Trade or Promotional Conference with Exhibition

❏ Name of Service	<b><u>Permit for Trade or Promotional Conference with Exhibition</u></b>
❏ Description (Simple Explanation of the Service):	<ul style="list-style-type: none"> <li>Conferences or seminars where experts and specialists talk, representatives or invitees from different entities participate, with existence of an exhibition for several companies for trade purpose such as sale</li> </ul>
❏ Service Category & Type:	<ul style="list-style-type: none"> <li>Sub-service / Procedural</li> </ul>
❏ Concerned Division	<ul style="list-style-type: none"> <li>Customer Happiness Centers Division</li> </ul>
❏ Service Beneficiary:	<ul style="list-style-type: none"> <li>Establishment</li> </ul>
❏ Required Documents	<ul style="list-style-type: none"> <li>Application for Permit</li> </ul>
	<ul style="list-style-type: none"> <li>Necessary approvals from concerned government entities (where necessary).</li> </ul>
	<ul style="list-style-type: none"> <li>Copy of valid license</li> </ul>
	<ul style="list-style-type: none"> <li>Letter showing the details of the tent (date of exhibition – place – tent dimensions)</li> </ul>
❏ Steps for receiving the Service (Customer Journey) :	<ul style="list-style-type: none"> <li>Presence of the concerned party or the representative of the company or establishment for request (application) approval.</li> </ul>
	<ul style="list-style-type: none"> <li>Creation of request (application) and submission of papers.</li> </ul>
	<ul style="list-style-type: none"> <li>Payment of fees</li> </ul>
	<ul style="list-style-type: none"> <li>Electronic archiving of documents</li> </ul>
❏ Terms & Conditions:	<ul style="list-style-type: none"> <li>Receipt of permit or its transmission by email.</li> </ul>
	<ul style="list-style-type: none"> <li>Not to be offensive to society's customs and traditions and Sharia, not to encourage, spread or promote prohibited written ideas, beliefs or projects prejudicial to the State, State's institutions and symbols or society.</li> </ul>
	<ul style="list-style-type: none"> <li>•Specialized organizations are permitted to organize exhibitions – permit is given for trade, scientific, cultural, financial, art and heritage exhibitions.</li> </ul>
	<ul style="list-style-type: none"> <li>Organizer shall have a DED's license including exhibition or conference organization activity.</li> </ul>
❏ Fees:	<ul style="list-style-type: none"> <li>Public organizations in the emirate may organize introductory exhibitions to display goods they produce or services they provide to public.</li> </ul>
	<ul style="list-style-type: none"> <li>Organization of any conference or seminary in which experts and specialists talk from UAE or abroad requires a prior permit from DED.</li> </ul>
	<ul style="list-style-type: none"> <li>AED 500 for one month.</li> </ul>

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	<ul style="list-style-type: none"> <li>Fees of Administrative Services Application Form AED 50</li> </ul>
☒ Service Correlation with other Services:	<ul style="list-style-type: none"> <li>N/A</li> </ul>
☒ Service Delivery Channels:	<ul style="list-style-type: none"> <li>Service Delivery Channels</li> </ul>
☒ Service Code:	<ul style="list-style-type: none"> <li>Permit Application No. TL21</li> </ul>
☒ Service Delivery Duration::	<ul style="list-style-type: none"> <li>10 mn</li> </ul>
☒ Limitation of the Service:	<ul style="list-style-type: none"> <li>N/A</li> </ul>