

❖ **Permit for Trade or Promotional Conferences with paid participation**

❏ Name of Service	<u>Permit for Trade or Promotional Conferences with paid participation</u>
❏ Description (Simple Explanation of the Service):	<ul style="list-style-type: none"> • Conferences or seminars with paid participation and entry where experts and specialists talk and representatives of, or persons invited by different entities participate
❏ 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
❏ Required Documents	<ul style="list-style-type: none"> • Application for Permit • Approvals necessary from concerned government entities (if necessary) • Copy of valid license • Letter showing the details of exhibition (date of exhibition – location)
❏ 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"> • 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. • Specialized organizations are permitted to organize exhibitions – permit is given for trade, scientific, cultural, financial, art and heritage exhibitions. • Organizer shall have a DED's license including exhibition or conference organization activity . • public organizations in the emirate may organize introductory exhibitions to display goods they produce or services they provide to public.

	<ul style="list-style-type: none"> Organization of any conference or seminary in which experts and specialists talk from UAE or abroad requires a prior permit from DED
Fees:	<ul style="list-style-type: none"> AED 1000
	<ul style="list-style-type: none"> Fees of Administrative Services Application Form AED 50
	<ul style="list-style-type: none"> 10% of sold coupons
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"> 10 mn
Limitation of the Service:	<ul style="list-style-type: none"> N/A