

APPLICATION GUIDELINE 2.1.3

COMPANY SERVICES - REQUEST FOR NOC TO CONCORDIA - CHANGE OF ADDRESS

This form is intended to clarify submission requirements and does not need to be submitted to DMCC.

A DMCC company or a property owner may request a No Objection Certificate (NOC) to Concordia to change the address on their trade license.

SERVICE TO SELECT ON DMCC MEMBER PORTAL

Go to Company Services - Official Communications - NOCs and Letters from DMCC - Select desired

POLICY

DMCC Authority reserves the right to request additional documents at any stage of the process.

REQUIREMENTS

Fill in the application form on DMCC member portal.

ADDITIONAL INFORMATION

If property owner is a company, please submit valid trade license of the company along with passport copies and proof of authority of requestor such as memorandum & articles of association / share certificate/ original Power Of Attorney.

If the requestor has Power of Attorney from the owner, original needs to be submitted for verification.

OUTPUT

Upon submission of all requirements DMCC shall:

- DMCC shall inspect the new office is occupied by another company or not

- DMCC shall compare the size/ area of both premises and check against number of visa utilised by the company

Upon completion of all requirements DMCC shall:

- Issue a No Objection Certificate (NOC) to Concordia

FURTHER INFORMATION

- Please visit our website at www.dmcc.ae, or email CustomerCare@dmcc.ae
- Contact us at **800 DMCC(3622)**, or **+971 4 4249600**