

# CIRCULAR NO. 8

## DATED 24 DECEMBER 2017

### RULES AND REGULATIONS REGARDING THE EVENTS AND ENTERTAINMENT ACTIVITIES

carried out within Dubai World Trade Centre Authority Free Zone

This circular relates to the Dubai World Trade Centre Authority ("DWTC") Free Zone Rules and Regulations dated 1 October 2015 issued pursuant to Law No. 9 of 2015.

With effect from the date of this circular and pursuant to Rule 4.6 of the DWTC Free Zone Rules and Regulations, it is decided that the following will apply:

#### ARTICLE (1) REGULATIONS 20

"Tariffs" of the DWTC Free Zone Rules and Regulations shall be amended to add a new appendix to read as "Appendix 2" as follows:

DWTC Tariff for Events			
SR. NO.	CATEGORY	EVENT TYPE	DWTC TARIFF (in AED)
1	Issuance of to whom it may concern letter	All	Reissuance -Free of charge
2	E-permit fees [ticketed + non-ticketed] - all event types	Business events	400
3	DED management fees - all event types		N/A
4	Event permit fees for exhibition/product launch [ticketed/registered + non-ticketed/non-registered]		1000
5	Event permit fees for conference/forum/seminar/summit [ticketed/registered]		500
6	Event permit fees for conference/forum/seminar/summit [non-ticketed/non-registered]		250

#### DWTC Tariff for Events

SR. NO.	CATEGORY	EVENT TYPE	DWTCA TARIFF (in AED)
7	Event permit fees for exhibition/product launch/conference/forum/seminar/summit [ticketed/registered + non-ticketed/non registered]	Business events	1000
8	Speaker permit fees		N/A
9	Urgent fee form for ticketing requests - 2 days prior to event start date		1040
10	Ticketing fees [paid ticketed/registered event]		N/A
11	Ticketing fees [free ticketed/registered event]		N/A
12	Ticketing fees [non ticketed/non registered event]		N/A
13	E-permit fees [ticketed + non-ticketed] - all event types	Sports events	400
14	Urgent fee form for ticketing requests - 2 days prior to event start date		1040
15	Ticketing fees [paid ticketed/registered event]		N/A
16	Ticketing fees [free ticketed/registered event]		N/A
17	Ticketing fees [non ticketed/non registered event]	N/A	
18	E-permit fees [ticketed + non-ticketed] - all event types	Religious events	400
19	E-permit fees [ticketed + non-ticketed] - all event types	Charitable events	400
20	Urgent fee form for ticketing requests - 2 days prior to event start date		1040
21	Ticketing fees [paid ticketed/registered event]		N/A
22	Ticketing fees [free ticketed/registered event]		N/A
23	Ticketing fees [non ticketed/non registered event]		N/A

### DWTCA Tariff for Events

SR. NO.	CATEGORY	EVENT TYPE	DWTCA TARIFF (in AED)
24	E-permit application - DWTCA admin fees	Entertainment events	2500
25	E-permit fees [ticketed + non-ticketed] - all event types		400
26	Event permit fees for all types of venues [ticketed/registered ]		1600 per day
27	Event permit fees for hosting in hotels [non-ticketed/non-registered]**		N/A*
28	Event permit fees for hosting in other venues [non-ticketed/non-registered]**		N/A*
29	Performer fees [ticketed/registered event]		N/A
30	Performer fees in hotels [non ticketed/non registered event]**		N/A*
31	Performer fees in other venues [non ticketed/non registered event]**		N/A*
32	DTCM management fees [ticketed/registered + non-ticketed/non-registered]		N/A
33	Optional amendment to application fees – change in no. of performers (ticketed/registered and non-ticketed/non-registered)		1600
34	Urgent fee form for ticketing requests - 2 days prior to event start date		1040
35	Ticketing fees [paid ticketed/registered event]		N/A
36	Ticketing fees [free ticketed/registered event]		N/A
37	Ticketing fees [non ticketed/non registered event]		N/A
38	Registration on e-permit portal [applicable to all]		All
39	Knowledge fees	10***	
40	Innovation fees	10***	

\*Services restricted to DWTCA Free Zone venues  
\*\*NOC to be issued by the hosting venue/hotel  
\*\*\*Standard charges applicable to all event types for both  
Department of Economic Development and Free Zone licenses.

#### NOTE

Any introduction of Government charges/new DTCM charges will supersede the existing tariffs and will have to be borne by the client, as applicable.

#### ARTICLE (2)

The fees set out in Article (1) above shall come into effect from the effective date and shall be applied to all events and entertainment activities carried out within the Free Zone.

For and on behalf of the Authority

**H.E. Helal Saeed Salem Saeed Khalfan Almarri**  
Director General  
Dubai World Trade Centre Authority

#### ARTICLE (3) EFFECTIVE DATE

This circular is effective from 13 December 2017.

Terms defined in the DWTCA Free Zone Rules & Regulations shall have the same meaning in this circular.

Rule 19 of the Free Zone Rules and Regulations shall apply to this circular as if set out full herein.

For further clarification, please contact the DWTCA Free Zone Department at: [info@dwtauthority.com](mailto:info@dwtauthority.com)