



How to Set Up a Free Zone Establishment (FZE)

An FZE registration allows a single shareholder, either an individual or a corporate entity, to establish a company within the DWTC Free Zone. The company must appoint at least one manager and may have up to five directors.



Required Documents for Application Submission:

1. **Online Application:** Accessible through the [eServices Portal](#). This includes completing the Ultimate Beneficiary Owner (UBO) details section.
2. **Passport Copies:** Required for all shareholders, directors, and managers.
3. **For UAE Residents:** Copy of Emirates ID and residency visa for all shareholders, directors, and managers.
4. **No Objection Letter** (if applicable): If the Manager has an existing UAE residence visa, a No Objection Letter is required from the local sponsor. This is not applicable for Golden Visa holders.

Additional Documents for Corporate Shareholders:

1. **Board or Shareholder Resolution:** To establish an FZE under the DWTC Free Zone, company representatives need to be appointed with their level of authority clearly specified. Additionally, capital distribution and company activities must be defined. A template of the Board Resolution is available [here](#) to assist you.
2. **Certificate of Incorporation/Registration** (or equivalent)
3. **Organisation Chart:** Must specify shareholding at all levels to identify the UBO.
4. **Memorandum and Articles of Association:** Required to outline the company's shareholding structure.
5. **Valid License Copy** (If applicable)

Additional Documents, if Paid up Share Capital option is selected:

1. **Bank Certificate for Deposit of Share Capital:** DWTC Free Zone will issue an official letter allowing you to open a UAE corporate bank account after initial approval. Once the required minimum capital is deposited, the certificate from the bank can be obtained.

Notes:

- DWTC Free Zone has the right to request additional documents (if required).
- If the corporate shareholder is registered outside the UAE, all additional documents must be attested by the UAE Embassy in the parent company jurisdiction.
- If the corporate shareholder is registered within the UAE, all additional documents must be attested by the parent company's existing authority in the UAE.
- Documents must be in Arabic or English. Documents in other languages must be accompanied by legal translations.