

Lease Attestation

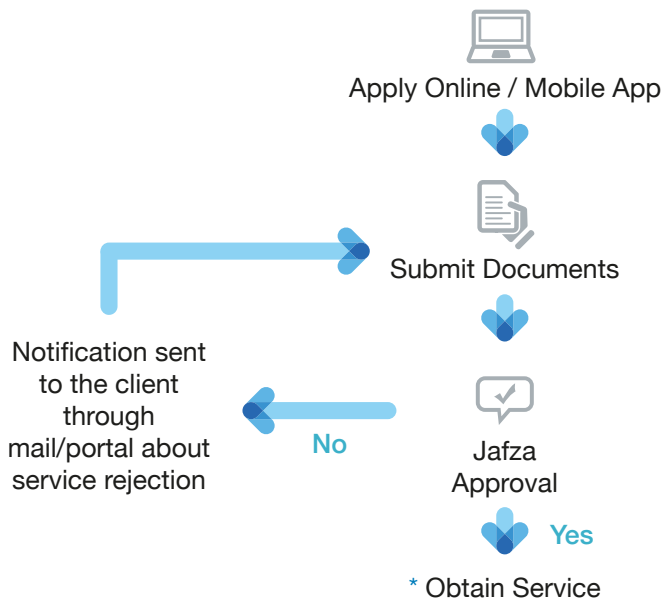


Definition

- Attestation of copy of the original lease agreement



Lease Attestation Process



* Attested lease agreement will be issued and sent to customer as per the option chosen by customer



Fee

- AED 200



Service Time Delivery

- 1 Day



How to Apply Online

Log in to
(www.dubaitrade.ae)
Online / Jafza Mobile App

Click on Lease

Create New Request &
Select the Attest Type

Click on
Lease attest

Submit
Request

Lease Cancellation

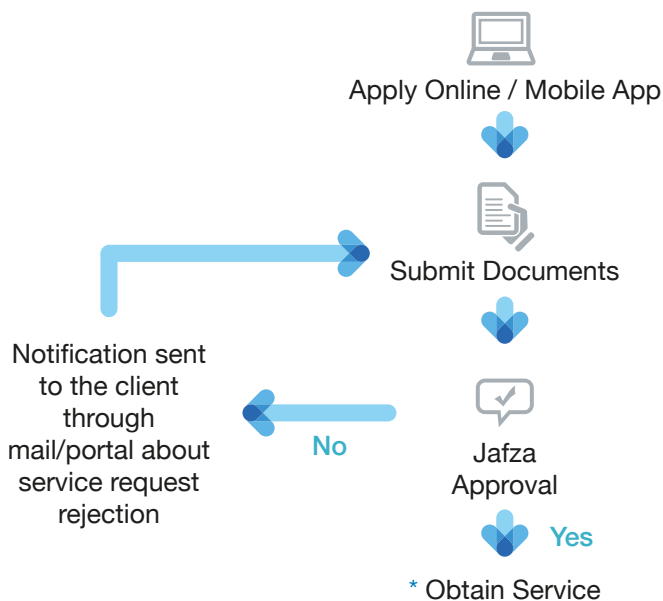


Definition

- Cancellation of lease of the property rented by the company



Lease Cancellation Process



* Cancellation of lease



Fee

- The tenant is liable to pay pro-rata rent up to the date of finishing the maintenance work on the leased unit (s).



Service Time Delivery

- 16 Days



How to Apply Online

Log in to
(www.dubaitrade.ae)
Online / Jafza Mobile App

Click on Lease

Create New Request &
Select the cancel Type

Click on
Lease cancel

Submit
Request



Required Documents

- Request letter signed by license holder.
- Client should fill Lease Termination form # 13 and hand over the keys.
- Client should obtain clearance on all outstanding dues from Jafza Finance Department.
- Client should provide us Clearance; Final bill and payment receipt from DEWA (If Warehouse & Plot).

New Lease

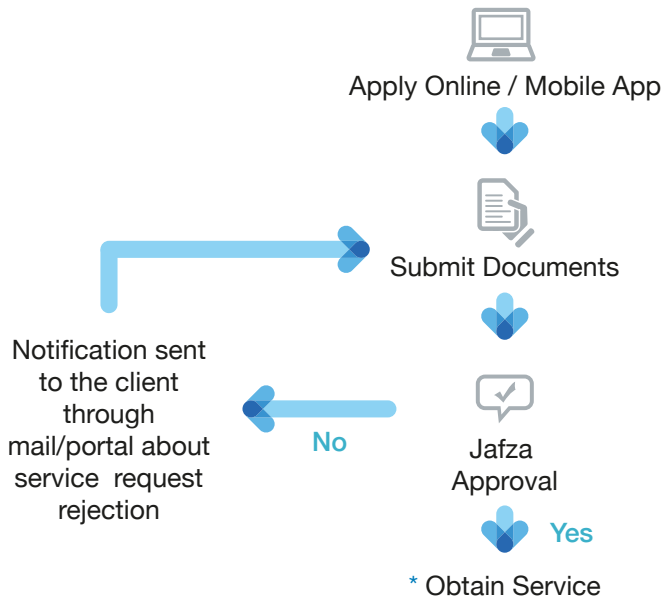


Definition

- Request for new lease



New Lease Process



* Receive New Lease Agreement



Fee

- Based on the type and size of facility



Service Time Delivery

- 1 Day



How to Apply Online

Log in to
(www.dubaitrade.ae)
Online / Jafza Mobile App

Click on Lease

Create New Request &
Select the New Type

Click on
New Lease

Submit
Request



Required Documents

- Application form
- EHS form

Lease Renewal

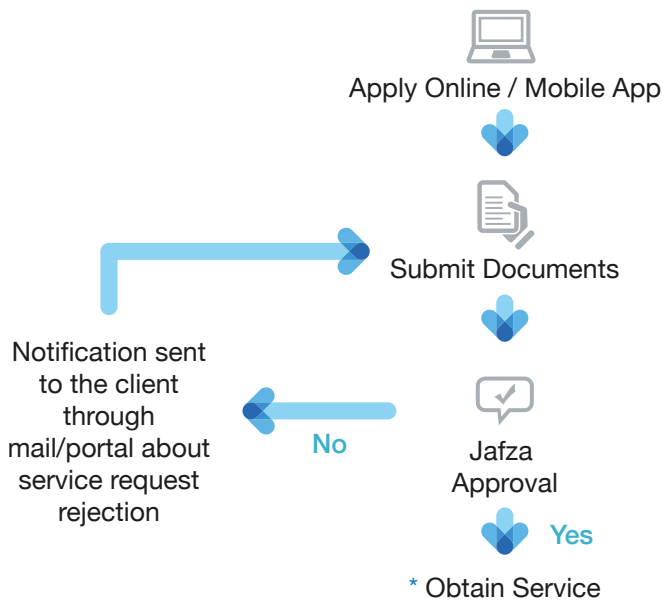


Definition

- Renewal of a contract granting right for use or occupation of a facility during a specified period in exchange for a specified rent



Renew Lease Process



* Receive New Lease Agreement



Fee

- The rent is based on the type and size of facility.

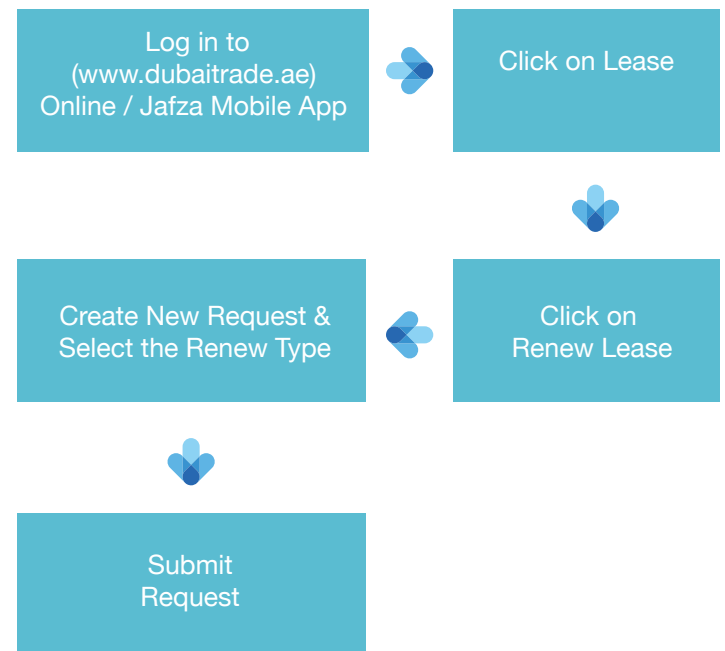


Service Time Delivery

- 4 Days



How to Apply Online



Required Documents

- Online Request
- Lease Rent payment Receipt
- Insurance Payment (Warehouse, Office) Receipt
- Public Health Levy Payment (Warehouse & Land Lease holders only) Receipt
- Lease Agreement signed by the License holder only (two original to be submitted)