

# Request for renewal of PRO card

### **About the Service**

This service allows the company to renew the PRO card.

#### **Service Process**

- Application's Submission
- Application Review
- · Payment of the fees
- Transaction delivery

## **Expected Time**

One working day

#### **Service Fees**

• 150 AED Annual Fee

# **Target Audience**

• Government , Business Sector

### **Service Channels**

• Website: 24/7

### **Terms and Conditions**

• N/A

# **Required Documents**

The required documents issued by approved authorities require a stamp, taking into consideration that the digital stamp is acceptable.

- A copy of the approval of the signature of the owner of the facility or the authorized signatory
- A copy of the PRO passport (includes residence)
- Photo of UID card
- A copy of the company's trade license
- A copy of the membership of the Chamber of Commerce
- Letter of request for approval of a representative of an establishment stamped by the company
- Power of attorney and approval of the authorized PRO signature
- Service Code:MOEI-10173
- Service Type:G2B, G2G

# Having trouble?

- <u>customer.happiness@moei.gov.ae</u>
- 8006634