



# Request to renew a guarantor license

#### **About the Service**

This service allows the guarantor's license to be renewed 30 days before the license expires or when it expires with a grace period of 30 days after expiry.

#### **Service Process**

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

## **Expected** Time

• One working day

## **Service Fees**

• 500 AED

#### **Target Audience**

• Business Sector

#### **Service Channels**

- MOEI website: 24/7
- Smart app: 24/7
- Happiness Service Centers: According to the service center working hours (Dubai, Ras Al Khaimah, Fujairah)

#### **Terms and Conditions**

- The applicant must be a Local citizen
- To submit to the Ministry the specified bank guarantee issued by one of the approved banks in the country
- To submit evidence of approval of the customs authorities

• To submit evidence of his membership and continuity of membership in the International Road Transport Union

#### Partners

Ministry of Interior - The Judicial Department in the local authorities - Ministry of Justice - RTA Dubai - Department of Economic developments - Federal Authority for Identity, Nationality, Customs and Ports Security - Approved banks in the country

#### **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 memorandum of association after the employee has reviewed the original and approved this
- A copy of the bank guarantee
- A copy of the customs authorities Approval
- A valid copy of the IRU membership
- A copy of ID
- Service Code:MOEI-10197
- Service Type:

#### **Related Services**

Request to issue a guarantor license

Having trouble?

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