



## Request to issue Automobile Club License

### About the Service

This service allows the automobile club to be licensed for the first time.

### Service Process

- Login using UAE PASS account.
- Fill in the required field and attach the required documents.
- Submit the service
- Pay the fees

### 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 proof of membership in the International Automobile Federation and the International Tourism Federation

## 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 International Automobile Federation and the International Tourism Federation membership
- A copy of ID
- A copy of the necessary documents for the legal representative
- Service Code:MOEI-10106
- Service Type:G2B

## Related Services

Request to renew Automobile Club License

Request to add / modify data and information for the Automobile Club license

Automobile Club License Cancellation Request

Having trouble?

- [customer.happiness@moei.gov.ae](mailto:customer.happiness@moei.gov.ae)
- [8006634](tel:8006634)