



Terms and Conditions

1. Visas:

- 1.1** Rules and regulation relating to Visas and Residency are subject to change from time to time by the concerned Authority.
- 1.2.** The Residence Visas which are issued from the Fujairah Media Free zone have 3 year's validity, it is the company's responsibility to ensure that all their employees have a valid residence Visa and have to make sure that their employment visas are renewed or cancelled accordingly.
- 1.3.** The Fujairah Media Free Zone is not responsible for paying any overstay fines which may accumulate as a result of the delays in Visa Approval.
- 1.4.** The Fujairah Media Free zone is not responsible for any rejected Visa Application by the Immigration Department.
- 1.5.** All Companies under Fujairah Media Freezones are not allowed to exceed the number of Visas allocated to their licence. Subject to certain requirements, Fujairah Media Free zone May allow a limited number of additional Visas.
- 1.6.** Fujairah Media Free zone have the right to report the Owners of the violating Companies as absconding and cancel their Visas.
- 1.7.** Fujairah Media Free zone will consider any complaints from any employee of any establishment, investigate the complained and do whatever is necessary to resolve the problem.
- 1.8.** All licence holders have to settle their financial obligations towards their employees (salaries, allowances, vacations....etc) according to the Employment Agreement which has been signed by both parties and in line with the laws of United Arab Emirates.
- 1.9.** Companies are not allowed to request to ban their Employees' visas without providing legitimate reasons.
- 1.10.** Fujairah Media Free zone are not obliged to apply for visas of employees family/relatives.
- 1.11.** Companies under Fujairah Media Free zone are not allowed to apply for employment Visas for any person who will not be working for the Company. In this case the company will be held responsible for any Legal and administrative action and fines.

Signature: _____

Date: _____

2. Companies:

- 1.1.** All Licence holders should only practice their approved activities, to avoid any legal action that maybe taken against those who breach this condition.
- 1.2.** All licence holders should renew their license upon expiry.
- 1.3.** One month grace period will be allowed from the Licence Expiry Date in order to renew or request cancelation of the License.
- 1.4.** If the Licence is not renewed or cancelled during the allowed period, a fine of 100/- AED per day will be imposed. After 90 days of the License Expiry Date, Fujairah Media Free zone has the right to take any legal action and request settlement of penalties, relating to the licence and visas issued under the company.
- 1.5.** All licence holders can settle any legal situation with Fujairah Media Free zone by paying a penalty of 5,000/- AED for each Visa under the Company in addition to the renewal fees or the cancellation fees
- 1.6.** The Licence holder has the right to cancel their licence at any time after fulfilling all the requirements of the cancellation.
- 1.7.** All Licence Fees and Visa charges should be paid by cheque, bank transfer or Cash.
- 1.8.** Fujairah Media Free zone has the right to cease all services to client temporarily if there is any outstanding or overdue payment.
- 1.9.** All Companies have to open a UAE Bank account.
- 1.10.** Fujairah Media Free zone is not obliged to refund any amount of the License payment if a Visa application has been rejected by the Immigration Department.
- 1.11.** Companies do not have the right to open an actual office outside the Fujairah Free zone unless an official application submitted to Fujairah Media Free zone to open a branch office, subject to approval from the Government or non government departments. The Companies have no right to have private line, P.O. Box, address, etc. without the approval of Fujairah Media Free zone.
- 1.12.** All companies can amend the Licence by adding, removing, replacing activities, shareholders, or changing the company name.

Signature: _____

Date: _____

1.13. Any amendment to the company name should be published in any UAE newspaper mentioning the Previous Company Name, New Company Name, License Number, Reason of Change and Letter of Consent from the bank.

1.14. For new and renewal applications, the client should provide a document summarizing the business activities of the company.

1.15. If the Client wants to avail more than 6 visas, they need to provide additional documents such as

- Company Bank Statement for the last year attested by the bank
- Contract between the company and others – proof that the business is growing
- Must have completed the 6 visas under the company

1.16. There will be no downgrade for all packages such as Baby Business, Freelancer Company, and Commercial License options.

Name: _____

Signed and Accepted: _____

Date: _____