



سلطة واحة دبي للسيليكون
Dubai Silicon Oasis Authority

Government Services Price list

Companies Operating in DSOA HQ, High Bay Business Center, LIU, Technopoint Building, Technohub1 & 2, Community Center, Silicon Residence and Land.
(Effective from 5th November 2017)

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(Effective from 5th Novmeber2017)

SR No	Service Description	Service Type	Service Fee AED	Service Time Frame (Days)
Visit Visa Services	1 Visit Visa - Business (30 days) This service includes entry permit for 30 days and travel insurance.	Regular	1200	7
		Silver	1900	3
		Gold	2400	1
	2 Visit Visa - Business (90 days) This service includes entry permit for 90 days and travel insurance.	Regular	2300	7
		Silver	3000	3
		Gold	3800	1
	3 Multiple Entry Visa (6 Months) This service includes a multiple entry visa permit for 90 days and travel insurance. Please note that a refundable deposit amount of AED1020/- must be paid in cash as per Dubai immigration requirements. The deposit can be refunded directly from the Dubai immigration after the expiry of the visa permit.	Regular	3700	7
		Silver	5000	3
		Gold	5700	1
	4 Visit Visa - Business (90 days) Multiple Entry This service includes a multiple entry visa permit for 90 days and travel insurance.	Regular	2800	7
		Silver	3500	3
		Gold	4300	1
Employment Services Packages	5 Employment Services Package - Out of Country This package includes entry permit, medical test with transportation, emirates id registration application, visa stamping and DSOA ID. (For applicants over 60 years of age, an additional amount of AED5000 applies). Immigration committee fee for certain nationalites - AED 500 maybe applied	Regular	3200	15
		Silver	4400	10
		Gold	5100	5
	6 Employment Services Package - Inside the Country This package includes entry permit "in country", medical test with transportation, local amendment, emirates id registration application, visa stamping and DSOA ID. (For application over 60 years of age an additional amount of AED5000 applies).	Regular	4800	15
		Silver	5800	10
		Gold	6400	5
	7 Employment Services Package - Transfer to DSO from Government Entity This package includes release Doc., medical test with transportation, emirates id registration application, visa stamping and DSOA ID (For applicants over 60 years of age an additional amount of AED5000 applies).	Regular	3500	15
		Silver	4600	10
		Gold	5700	5
	8 Employment Services Package - Transfer within DSO This package includes release doc., medical test with transportation, emirates id registration application, visa stamping and DSOA ID. (For applicants over 60 years of age, an additional amount of AED5000 applies).	Regular	3500	15
		Silver	4600	10
		Gold	5700	5

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Employment Services Packages	9 Renewal of the Employment Services Package This package includes medical test with transportation, emirates id registration application, visa stamping and DSOA ID. (For applicants over 60 years of age, an additional amount of AED5000 applies).	Regular	3100	12
		Silver	3700	8
		Gold	4800	4
	10 Renewal of the Employment Services Package with Job title change This package includes medical test with transportation, emirates id registration application, visa stamping with new job title change and DSOA's ID. (For applicants over 60 years of age, an additional amount of AED5000 applies).	Regular	3600	12
		Silver	4500	8
		Gold	5600	4
	11 Amendment of Employment Package Service For Example: <ul style="list-style-type: none"> • Transfer of residence permit to a new Passport with DSOA ID card. • Lost passport re-stamping with DSOA ID. • Job title change with DSOA ID Card. This package includes visa stamping and DSOA's ID card. 	Regular	1300	5
		Silver	NA	NA
		Gold	2600	2
ID cards and Access cards	12 Non Sponsored Employee - Temporary Staff - New/Renewal Potential employee remaining on parents/relative's Sponsorship. Card is valid for 1 year.	Regular	800	5
		Silver	NA	NA
		Gold	1100	1
	13 Amendment of Non Sponsored Employee - Temporary Staff	Regular	300	5
		Silver	NA	NA
		Gold	600	1
	14 Public Relation Officer Card (PRO) - New / Renewal	Regular	500	5
		Silver	NA	NA
		Gold	800	1
	15 Amendment of PRO Card	Regular	300	5
		Silver	NA	NA
		Gold	600	1

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ID cards and Access cards	16	Short term DSOA ID card (3 months) - New/Renewal	Regular	400	5
		Silver	NA	NA	
		Gold	800	1	
	17	Short term DSOA ID card (1 month) - New/Renewal	Regular	200	5
			Silver	NA	NA
			Gold	400	1
	18	DSOA ID Card Replacement - Lost or Damaged	Regular	300	5
			Silver	NA	NA
			Gold	500	1
	19	Cancellation of Non Sponsored Employees	Regular	300	5
			Silver	NA	NA
			Gold	600	1
	20	Cancellation of Public Relations Officer Card (PRO)	Regular	100	5
			Silver	NA	NA
			Gold	200	1
Company Establishment Card Services	21	Company Establishment Card Card validity is based on the license expiry	Regular	2400	3
			Silver	NA	NA
			Gold	NA	NA
	22	Company Establishment Card - Renewal Card validity is based on the license expiry	Regular	2200	3
			Silver	NA	NA
			Gold	NA	NA
	23	Amendment on the Company Establishment Card	Regular	300	3
			Silver	NA	NA
			Gold	NA	NA
	24	Cancellation of the Company Establishment Card	Regular	300	3
			Silver	NA	NA
			Gold	NA	NA
Postal Services	25	Postal Services	Regular	1000	5
			Silver	NA	NA
			Gold	1500	1
	26	Postal Service - Replacement of Lock/ Key	Regular	300	5
			Silver	NA	NA
			Gold	500	1
	27	Amendment of Postal Services For example: company name change.	Regular	300	5
			Silver	NA	NA
			Gold	500	1
	28	Cancellation of Postal Services	Regular	200	5
			Silver	NA	NA
			Gold	400	1
	29	Empost Representative Card	Regular	150	5
			Silver	NA	NA
			Gold	NA	NA
Official Letter Services	30	Service Letters i.e. Banks, Dubai Immigration, Consulates and RTA.	Regular	100	3
			Silver	NA	NA
			Gold	200	1
	31	Letters for the Company i.e. Banks letters.	Regular	100	3
			Silver	NA	NA
			Gold	200	1

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Official Letter Services	32	Letters to Economic Department	Regular	500	3
		Silver	NA	NA	
		Gold	600	1	
	33	Incorporate Letter	Regular	500	3
			Silver	NA	NA
			Gold	600	1
	34	No Objection Letter - Working Outside DSOA	Regular	100	3
			Silver	NA	NA
			Gold	200	1
	35	RTA - Letter for Light Vehicle Registration	Regular	200	3
			Silver	NA	NA
			Gold	300	1
	36	RTA - Letter for Heavy Vehicle Registration	Regular	300	3
			Silver	NA	NA
			Gold	400	1
Cancellation Services and Absconder	37	Cancellation of Employment Entry Permit Service	Regular	350	NA
		Silver	NA	NA	
		Gold	700	1	
	38	Cancellation of employment Services - In Country (additional 500 for Family Visa on Hold) - Outpass (additional 200 for Outpass issuance apart from immigration penalty)	Regular	500	5
			Silver	NA	NA
			Gold	900	1
	39	Cancellation of employment Services - Out of Country (additional 500 for Family Visa on Hold)	Regular	1300	5
			Silver	NA	NA
			Gold	1800	1
	40	Transfer From DSO to Government Entity	Regular	700	5
			Silver	1100	3
			Gold	1500	1
	41	Absconder Service - Employment	Regular	NA	NA
			Silver	NA	NA
			Gold	2500	1
42	Absconder Service - Visit Visa	Regular	NA	NA	
		Silver	NA	NA	
		Gold	7000	1	
Other Services	43	Employee Information Report DNRD	Regular	NA	NA
			Silver	NA	NA
			Gold	330	1
	44	Health Card - new/Renewal	Regular	700	5
			Silver	NA	NA
			Gold	900	1
	45	Health Card - Replacement of Lost or Damaged	Regular	550	5
			Silver	NA	NA
			Gold	650	1
	46	Renewal of Employment Entry Permit	Regular	600	5
			Silver	NA	NA
			Gold	700	1

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Other Services	47	Airport Delivery Service of Entry Permits (Visas)	Regular	150	5
		Silver	NA	NA	
		Gold	250	1	
	48	Withdrawal of Absconder Notification	Regular	NA	NA
			Silver	NA	NA
			Gold	2000	1
	49	Salary Amendment Request	Regular	100	5
			Silver	NA	NA
			Gold	NA	NA
	50	Attesting Services - By DSO	Regular	NA	NA
			Silver	NA	NA
			Gold	20 Per page	1
	51	Amendment of Entry Permit - Employment/Visit	Regular	400	5
			Silver	NA	NA
			Gold	700	1
	52	Employees Information Report by DSOA	Regular	250	5
			Silver	NA	NA
			Gold	450	1
	53	Opening Visit Visa file	Regular	200	5
			Silver	NA	NA
			Gold	400	1
	54	Emirates ID replacement - lost or damaged	Regular	440	5
			Silver	NA	NA
			Gold	NA	NA

Note:

1. Please note that the time-frame is based on normal working days excluding the day the duly completed and approved application is received by DSOA Government Service with all required supporting documents and attachments.

2. DSOA reserves the right to make changes to the service/service fees/ service delivery time-frames without prior notice. Timeframe indicated do not take into account any unforeseen delays due to rules and regulations followed by UAE Government Authorities.

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