

# Government Services Price list

<b>Employment Services Packages</b>				
SR #	Service Description	Service Type	Service Fee (AED)	Service Time Frame (Working days)
1	<b>Visit Visa - Business (30 days)</b> This service includes entry permit for 30 days and travel insurance.	<b>Regular</b>	1200	7
		<b>Silver</b>	1900	3
		<b>Gold</b>	2400	1
2	<b>Visit Visa - Business (90 days)</b> This service includes entry permit for 90 days and travel insurance.	<b>Regular</b>	2300	7
		<b>Silver</b>	3000	3
		<b>Gold</b>	3800	1
3	<b>Multiple Entry Visa (6 Months)</b> 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.	<b>Regular</b>	3700	7
		<b>Silver</b>	5000	3
		<b>Gold</b>	5700	1
4	<b>Visit Visa - Business (90 days) Multiple Entry</b> This service includes a multiple entry visa permit for 90 days and travel insurance.	<b>Regular</b>	2800	7
		<b>Silver</b>	3500	3
		<b>Gold</b>	4300	1
5	<b>Opening Visit Visa File</b>	<b>Regular</b>	200	5
		<b>Silver</b>	NA	NA
		<b>Gold</b>	400	1
6	<b>Employment Services Package (Out of Country)</b> 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.	<b>Regular</b>	3200	15
		<b>Silver</b>	4400	10
		<b>Gold</b>	5100	5
7	<b>Employment Services Package (Inside the Country)</b> 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).	<b>Regular</b>	4800	15
		<b>Silver</b>	5800	10
		<b>Gold</b>	6400	5

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8	<b>Employment Services Package - Transfer to DSO from Government Entity</b> 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).	<b>Regular</b>	3500	15
		<b>Silver</b>	4600	10
		<b>Gold</b>	5700	5
9	<b>Renewal of the Employment Services Package</b> 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).	<b>Regular</b>	3100	12
		<b>Silver</b>	3700	8
		<b>Gold</b>	4800	4
10	<b>Renewal of the Employment Services Package with Job title change</b> 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).	<b>Regular</b>	3600	12
		<b>Silver</b>	4500	8
		<b>Gold</b>	5600	4
11	<b>Amendment of Employment Package Service</b> For Example: <ul style="list-style-type: none"> <li>• Transfer of residence permit to a new Passport with DSOA ID card.</li> <li>• Lost passport re-stamping with DSOA ID.</li> <li>• Job title change with DSOA ID Card. This package includes visa stamping and DSOA's ID card.</li> </ul>	<b>Regular</b>	1300	5
		<b>Silver</b>	NA	NA
		<b>Gold</b>	2600	2
ID cards and Access cards				
SR #	Service Description	Service Type	Service Fee (AED)	Service Time Frame (Working days)
12	<b>Non-Sponsored Employee - Temporary Staff - New/ Renewal</b> Potential employee remaining on parents/ relative's Sponsorship. Gold Card is valid for 1 year.	<b>Regular</b>	800	5
		<b>Silver</b>	NA	NA
		<b>Gold</b>	1100	1

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<b>ID cards and Access cards</b>				
SR #	Service Description	Service Type	Service Fee (AED)	Service Time Frame (Working days)
13	<b>Amendment of Non-Sponsored Employee - Temporary Staff</b>	<b>Regular</b>	300	5
		<b>Silver</b>	NA	NA
		<b>Gold</b>	600	1
14	<b>Short term DSOA ID card (3 months) - New/Renewal</b>	<b>Regular</b>	400	5
		<b>Silver</b>	NA	NA
		<b>Gold</b>	800	1
15	<b>Short term DSOA ID card (1 month) - New/Renewal</b>	<b>Regular</b>	200	5
		<b>Silver</b>	NA	NA
		<b>Gold</b>	400	1
16	<b>DSOA ID Card Replacement - Lost or Damaged</b>	<b>Regular</b>	300	5
		<b>Silver</b>	NA	NA
		<b>Gold</b>	500	1
17	<b>Cancellation of Non-Sponsored Employees</b>	<b>Regular</b>	300	5
		<b>Silver</b>	NA	NA
		<b>Gold</b>	600	1
<b>Company Establishment Card Services</b>				
SR #	Service Description	Service Type	Service Fee (AED)	Service Time Frame (Working days)
18	<b>Company Establishment Card</b> Card validity is based on the license expiry	<b>Regular</b>	2000	3
		<b>Silver</b>	NA	NA
		<b>Gold</b>	NA	NA
19	<b>Company Establishment Card - Renewal</b> Card validity is based on the license expiry	<b>Regular</b>	2200	3
		<b>Silver</b>	NA	NA
		<b>Gold</b>	NA	NA
20	<b>Amendment on the Company Establishment Card</b>	<b>Regular</b>	300	3
		<b>Silver</b>	NA	NA
		<b>Gold</b>	NA	NA
21	<b>Cancellation of the Company Establishment Card</b>	<b>Regular</b>	300	3
		<b>Silver</b>	NA	NA
		<b>Gold</b>	NA	NA
<b>Postal Services</b>				
SR #	Service Description	Service Type	Service Fee (AED)	Service Time Frame (Working days)
22	<b>Postal Services</b>	<b>Regular</b>	1000	5
		<b>Silver</b>	NA	NA
		<b>Gold</b>	1500	1
23	<b>Postal Service - Replacement of Lock/ Key</b>	<b>Regular</b>	300	5
		<b>Silver</b>	NA	NA
		<b>Gold</b>	500	1
24	<b>Amendment of Postal Services</b> For example: company name change.	<b>Regular</b>	300	5
		<b>Silver</b>	NA	NA
		<b>Gold</b>	500	1
25	<b>Cancellation of Postal Services</b>	<b>Regular</b>	200	5
		<b>Silver</b>	NA	NA
		<b>Gold</b>	400	1

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<b>Official Letter Services</b>				
SR #	Service Description	Service Type	Service Fee (AED)	Service Time Frame (Working days)
26	<b>Service Letters</b> i.e. Banks, Dubai Immigration, Consulates and RTA.	<b>Regular</b>	100	3
		<b>Silver</b>	NA	NA
		<b>Gold</b>	200	1
27	<b>Letters for the Company</b> i.e. Banks letters.	<b>Regular</b>	100	3
		<b>Silver</b>	NA	NA
		<b>Gold</b>	200	1
28	<b>Letters to Economic Department</b>	<b>Regular</b>	500	3
		<b>Silver</b>	NA	NA
		<b>Gold</b>	600	1
29	<b>Incorporate Letter</b>	<b>Regular</b>	500	3
		<b>Silver</b>	NA	NA
		<b>Gold</b>	600	1
30	<b>No Objection Letter - Working Outside DSOA</b>	<b>Regular</b>	100	3
		<b>Silver</b>	NA	NA
		<b>Gold</b>	200	1
31	<b>RTA - Letter for Light Vehicle Registration</b>	<b>Regular</b>	200	3
		<b>Silver</b>	NA	NA
		<b>Gold</b>	300	1
32	<b>RTA - Letter for Heavy Vehicle Registration</b>	<b>Regular</b>	300	3
		<b>Silver</b>	NA	NA
		<b>Gold</b>	400	1
<b>Cancellation Services and Absconder</b>				
SR #	Service Description	Service Type	Service Fee (AED)	Service Time Frame (Working days)
33	<b>Cancellation of Employment Entry Permit Service</b>	<b>Regular</b>	350	NA
		<b>Silver</b>	NA	NA
		<b>Gold</b>	700	1
34	<b>Cancellation of employment Services - In Country</b> (additional 500 for Family Visa on Hold) - Outpass (additional 200 for Outpass issuance apart from immigration penalty)	<b>Regular</b>	500	5
		<b>Silver</b>	NA	NA
		<b>Gold</b>	900	1
35	<b>Cancellation of employment Services - Out of Country</b> (additional 500 for Family Visa on Hold)	<b>Regular</b>	1300	5
		<b>Silver</b>	NA	NA
		<b>Gold</b>	1800	1
36	<b>Transfer From DSO to Government Entity</b>	<b>Regular</b>	700	5
		<b>Silver</b>	1100	3
		<b>Gold</b>	1500	1
37	<b>Absconder Service - Employment</b>	<b>Regular</b>	NA	NA
		<b>Silver</b>	NA	NA
		<b>Gold</b>	2500	1
38	<b>Absconder Service - Visit Visa</b>	<b>Regular</b>	NA	NA
		<b>Silver</b>	NA	NA
		<b>Gold</b>	7000	1

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<b>Other Services</b>				
SR #	Service Description	Service Type	Service Fee (AED)	Service Time Frame (Working days)
39	<b>Employee Information Report DNRD</b>	<b>Regular</b>	NA	NA
		<b>Silver</b>	NA	NA
		<b>Gold</b>	330	1
40	<b>Renewal of Employment Entry Permit</b>	<b>Regular</b>	600	5
		<b>Silver</b>	NA	NA
		<b>Gold</b>	700	1
41	<b>Salary Amendment Request</b>	<b>Regular</b>	100	5
		<b>Silver</b>	NA	NA
		<b>Gold</b>	NA	NA
42	<b>Attesting Services - By DSO</b>	<b>Regular</b>	NA	NA
		<b>Silver</b>	NA	NA
		<b>Gold</b>	20 Per page	1
43	<b>Amendment of Entry Permit - Employment/Visit</b>	<b>Regular</b>	400	5
		<b>Silver</b>	NA	NA
		<b>Gold</b>	700	1
44	<b>Employees Information Report by DSOA</b>	<b>Regular</b>	250	5
		<b>Silver</b>	NA	NA
		<b>Gold</b>	450	1
45	<b>Emirates ID replacement - lost or damaged</b>	<b>Regular</b>	440	5
		<b>Silver</b>	NA	NA
		<b>Gold</b>	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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