



GLOBAL OFFICE (GO) 

- GLOBAL OFFICE FZ-LLC**  
▪ Free Zone Specialist, Relocation & Corporate Services ▪  
Located in Knowledge Village, Dubai, UAE  
Contact [sunil@dubai-information-site.com](mailto:sunil@dubai-information-site.com) for contact info  
Licensed Partner of Knowledge Village / TECOM Free Zone

THE PROFESSIONAL WAY TO START A BUSINESS!

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## **E-OFFICE - UAE UNITED ARAB EMIRATES**

**GLOBAL OFFICE FZ-LLC** is specialising on all UAE Free Zones. Our services range from E-Office set ups for individuals and small companies to full set ups in Dubai for mid to large sized companies. We provide all the services necessary to get legally established as a business in the UAE.

**Important note:** In order to provide clients with more detailed information on which free zone offers what package and how the set up procedures work, we require a formal relationship with our clients. Further information beyond the scope of this summary on E-Office Free Zone set up will only be given on a fee basis.

### **Selected Northern Emirates Free Zones offer cost effective E-Office / Virtual Office Solutions with full Business Licence**

**Definition Free Zone:** According to the World Federation of Free Zones (FEMOZA) a free zone is a portion of clearly defined and isolated land or setting, with a special tax, customs and imports regime, usually involving a status of extra-territoriality. Free Zones are special investment models allowing the client to do business without obstacles. The free zones are governed by established laws from the government of each country. There are more than 20 types of free zones in the world. Major categories are: Free Port, Export Processing Zones, Free Trade Zones, Bonded Warehouses, Fiscal Warehouses, Offshore Centres. In the UAE the government has guaranteed that there will be no corporate taxes for companies established in the free zones for a period of up to 50 years. All profits can be transferred out of the country whenever required. There are no currency restrictions.

**Definition Northern Emirates:** The UAE is made up of 7 emirates, which are: Abu Dhabi (capital), Dubai and the Northern Emirates Ajman, Sharjah, Umm Al Quwain, Ras Al Khaimah, Fujairah.

**E-Office:** Currently there are 4 Free Zones in the Northern Emirates who offer the option of setting up a business as an E-Office (electronic office = virtual). This cost-effective set up is mostly popular with **small business owners** and **freelancers** who want to enjoy all the benefits of a free zone but avoid the expensive set up costs generally associated with Dubai free zones.

The E-Office set up provides **full business license, residence visa** and the option to open personal as well as corporate **bank accounts** with any UAE bank. E-Office comes, however, without any office space facility. The investor can work from anywhere in the UAE (and/or abroad) with this license and operate the bank account through online banking. For those individuals who do require physical office space, the free zones offer a “**hot-desk or flexi-desk**” solution, which includes a desk in a **business centre** along with phone, fax and PO box facilities.

**Important note:** The E-Office set up through a Free Zone is for **Service** companies. Trading Licenses will also be given but extra charges apply.

**E-Office Advantage:** The E-Office set up can be done with a relatively small budget. As soon as the company name approval is given, the actual formation can be completed in 1 week. This type of set up includes the possibility to open corporate and private bank accounts at any bank in the UAE.

**Registration costs:** for the entire first year vary from AED 25,000 (USD 5,435) to AED 35,000 (USD 9,510) plus proof of share capital. The following year costs will be around AED 25,000 (USD 5,706) - AED 35,000 (USD 9,510) p.a.

**Share capital:** varying from AED 100,000 / USD 27,174 to AED 184,000 / USD 50,000. The funds are blocked for 1-3 weeks depending on how fast the formalities with the free zone can be completed. After that it can be either used for operating the business or transferred outside the UAE.

**Visa:** With the E-Office set up one residence visa will be granted (owner can sponsor his family, i.e. wife and children – no limitations). Residence can be taken in any of the 7 emirates of the UAE.

**Benefits:** The Free Zones guarantee complete tax exemption, no bookkeeping required, unlimited capital repatriation and are ISO 9000 certified.

**Distance to Dubai:** varies from 150 km to only 35 km and can be conveniently travelled on the new Emirates Road connecting Dubai with the Northern Emirates.

### **Investment Benefits of UAE Free Zones in general**

- 100% ownership for the investor and free capital / profit repatriation
- Tax exemption for up to 25 years, some FZ go up to 50 years (with respect to potential implementation of taxes as repeatedly requested by IMF and World Bank, incl. VAT in the UAE in a couple of years this represents a very attractive solution for the investor)
- Low energy costs & competitive labour costs (working hours per week: 46 – 48 h)
- No trade barriers, no foreign exchange controls
- Fixed exchanged rate (AED: US\$ 1 = Dh 3,6725)

## **GLOBAL OFFICE SERVICE OFFERS:**

### **1) Individual Consulting Sessions**

We offer professional and comprehensive counselling for setting up a company in the UAE providing background information on procedures, prices which promises to be the best set up for each respective business.

### **2) Outsourcing of the whole set up procedures**

GO handles Free Zone Set ups in all UAE free zones on behalf of international clients, including complete family relocation. For a detailed quote, pls. contact us through Sunil at [sunil@dubai-information-site.com](mailto:sunil@dubai-information-site.com)

### **3) Free Zone Company Formation Seminars**

We offer detailed seminars from A-Z on free zone formation which is based on our 6 years experience with UAE free zones. The investor will get first hand practical information on: +++ overview of UAE Free Zones +++ fee structures of free zones +++ advantages / disadvantages Dubai free zones vs. Northern Emirates free zones +++ benefits of free zone set up vs. sponsor set up (ownership rights) +++ restrictions of free zone operations +++ types of licences issued +++ most suitable / cost-effective free zone for my business +++ procedures of getting registered from A-Z +++ costs for setting up +++ difference between FZE, FZCO, FZ-LLC, branch set up +++ share capital requirements +++ documents needed (legalisation) +++ residence visa +++ time frame +++ dealing with changes of laws and regulations +++ renting office, warehouse space, availabilities +++ Virtual office set up +++ individual questions +++

**Ask for the detailed programme with terms and conditions.**