

COMPANY TERMINATION FORM

Request Date: _____

1. License No _____ 2. Date of Issue _____

3. Name of Company: _____

4. Contact Number: _____

5. Facility No. _____

6. Reason/s for Termination: _____

Shareholders Resolution*

We hereby resolve to terminate our Lease, License and Company in Hamriyah Free Zone and complete the related termination procedures.
If the company is a branch, parent company's notarized and attested Board Resolution for Termination is required.

Shareholder (Name & Signature)_____
Shareholder (Name & Signature)_____
Shareholder (Name & Signature)_____
Shareholder (Name & Signature)_____
Shareholder (Name & Signature)_____
L&L Officer**We understand following Termination Procedures*:**

1. NOC from Customer Service Department
2. Payment of all outstanding amounts, if any and rent for any shortage in Notice Period; 1 month for Office, 3 months for Warehouse Facilities and 6 months for Land and an additional amount of 1,500 AED towards advertisement charges for termination (To contact Finance & Accounts Department)
3. The facility (if plot/warehouse) to be restored and returned with SEWA NOC to Engineering Department for inspection (To contact Engineering Department); Rent will be payable until the facility is duly returned with keys
4. If with leased plot/warehouse/shop, submission of BEEAH receipts to EHS Department
5. Completion of visa cancellation procedures (To contact Mr. Salim Al Qassab / Mr. Nadeem)
6. The accommodation to be restored and keys to be returned (To contact Accommodation Department)
7. Returning of original License and Certificate of Incorporation, Share Certificates etc. to Leasing and Licensing Department
8. Obtaining of NOC from HFZ Customs
9. Submission of Bank Clearance Certificate if there is any mortgages/encumbrance on assets/shares registered with HFZA
10. Submission of Auditor Certificate that there are no public liabilities for the Company
11. After completion of company termination, deregistration from Federal Tax Authority

FOR HFZA USE ONLY

Leasing & Licensing _____

Engineering & EHS _____

Visa _____

Strategies & Compliances _____

Finance & Accounts _____

Approved by: CHAIRMAN/DIRECTOR