



Service Description	Fees (AED)
Urgent Processing Fee - Initial Application; Add Employer; Add Title; Change Primary Employer; Upgrade Category.	1,000 + actual fee
Upgrade of Professional License Category	As per renewal fee
<p>Note:</p> <p>*Does not apply to applicants whose License status is inactive for less than 60 days. This service does not apply to expired Licenses. Applicable for activation with the same employer.</p> <p>**Applicable for each additional facility and for certain licensing categories as per "Additional Employer Policy".</p>	

4 Government Services

All visa services shall be processed through DHCR only. Furthermore, the below tariffs may change from time to time subject to changes in tariff of service providers.

Table 15: Government Services Fees

Service Description	Normal Fees	Express Fees
Visit Visa		
Visit Visa (One Time) - File Opening	5,070	
Visit Visa 30 Days – Deposit	5,050	
Visit Visa Fee - 30 Days	1,035	1,585
Visit Visa Fee - 90 Days	2,135	2,685
Visit Visa Fee - Multiple Entry 6 months	3,520	4,070
Visit Visa - Quota Extension	570	
Visit Visa - Quota Extension Deposit	5,050	
Visit Visa - Access card - 30 days	100	350
Visit Visa - Access card - 90 days	300	550
Employment Residence Visa		
Employee Residence Visa Package (3 year)- NEW	3,240	4,340
Employment Residence Visa Package (3 Yrs.) - Renewal	2,700	3,250
Employee Residence Visa (Package) (1 year)- NEW	2,640	3,740
Employment Residence Visa Package (1 Yr.) - Renewal	2,100	2,650
Bank Guarantee Deposit – per employee	2,500	

Service Description	Normal Fees	Express Fees
Employment Release Transfers		
Free Zone/ Government to DHCA Transfer Package (3 year)	3,630	4,480
Free Zone/ Government to DHCA Transfer Package (1 year)	3,050	3,880
Bank Guarantee Deposit – per employee	2,500	
Non Sponsored ID & Access Cards		
Non Sponsored ID Card - New / Renewal	700	950
Non Sponsored ID Card - Cancellation	100	
Non Sponsored ID Card - Lost (Replacement)	550	800
Non Sponsored ID/Access Card - Correction	300	550
Non Sponsored Access Card - New / Renewal	700	950
Non Sponsored Access Card - Cancellation	100	
Temporary Access Cards		
Temporary Access Card 1 Month - New / Renewal	100	350
Temporary Access Card 3 Months - New / Renewal	300	550
Student Residence Visa		
Student Residence Visa Package - New (Inside Country)	2,600	3,700
Student Residence Visa Package - New (Outside Country)	1,760	2,860
Student Residence Visa Package - Renewal	1,600	2,150
Student Lost Passport – Re-stamping	820	1,370
In Country Visa		
Additional Entry Permit Fee (New) (Inside country) (Manual)	840	
Local amendment - Change Status	810	
Visa Cancellations		
Entry Permit/ Visit Visa Cancellation (Before arrival)	445	995
Entry Permit/ Residence Visa Visa Cancellation (After arrival)	445	995
Residence Visa Cancellation (Inside UAE)	445	995
Employee Residence Visa Cancellation - Out of UAE w/out Passport	1,400	1,950
Employee/Student Residence Visa Cancellation - Out of UAE with Passport	445	995
Student Residence Visa Cancellation - Out of UAE w/out Passport	1,205	1,755
Employee Release Signed Out (Release from DHCA)	400	950
Absconder Services		
Absconder Services (including declaration) - Employment/Student/Visitor	6,250	
Withdrawal of Absconder Notification	2,000	
Exit Guarantee Deposit	2,050	

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Service Description	Normal Fees	Express Fees
Residence Visa Amendments		
Residence Visa Amendment – Profession Change/ Name/ Passport No.	805	1,355
Transfer of Residence Visa to new passport	805	1,355
Residence Visa Transfer (nationality/ name/ passport change)	805	1,355
Lost Passport Residence Visa Re Stamping	955	1,505
Establishment Card Services		
Establishment Card (New)	1,935	2,065
Establishment Card (Renewal)	1,733	1,863
Establishment Card - Correction	270	520
Establishment Card Lost - Replacement	270	400
Establishment Card - Cancellation	221	351
Miscellaneous Services		
Immigration Printout	270	520
Attestation Employment Contract	100	350
Lost Emirates-Id (3 years)	453	
Lost Emirates-Id (1 year)	253	
Additional Fees - Immigration, if applicable	As applicable from time to time	
Establishment Card – Adding Employment Quota	As applicable from time to time	
Medical Test (4 working Hours)	1,100	
Medical Test Upgrade from Normal (4 working hours)	430	
Medical Test (Re-type after 2 months)	320	
EIDA - 1 year (Re-type after 2 months)	253	
EIDA - 3 year (Re-type after 2 months)	453	
Fine - Immigration/ EIDA	Actual Fine + AED 120	
Establishment card (Renewal) (Fines)	Actual Fine + AED 120	
Corporate Letter Services		
PRO Card Tourist and Transit Visas(Hotel)	100	
PRO Card for Personnel Services New/ Renewal	100	
NOC for Police (Document lost)	200	
RTA Bike Registration New/ Renewal	200	
RTA Commercial Vehicle New/ Renewal	200	
RTA Light Vehicle New/ Renewal	200	
RTA Heavy Vehicle New/ Renewal	300	
RTA Vehicle Export	200	

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Service Description	Normal Fees	Express Fees
RTA Vehicle Sale	200	
RTA Vehicle Sale Bike	200	
RTA Vehicle Sale Bus	300	
RTA Vehicle Sale Truck	300	
RTA Vehicle Sale Boat	300	
Boat Registration	300	
RTA Vehicle Transfer	200	
RTA Vehicle Transfer Bike	200	
RTA Vehicle Transfer Bus	300	
RTA Vehicle Transfer Truck	300	
Personal Letter Services		
Lost EIDA Card	50	
Lost Passport	50	
Lost Wallet	50	
Liquor License	50	
Salary Certificate	50	
Visa Single Entry	50	
Visa Multi Entry	50	
Lost Driving License	100	
Boat Driving License	100	
Boat Registration Personal	300	
Selling or Purchasing Boat	300	
Letter to Dubai Customs	100	
Letter to Economic Dept. (Employee/ Licensee/ Shareholder)	500	
Employment Letter	50	
RTA Driving License New/ Renewal	100	
RTA Driving License Bike New/ Renewal	100	
Entry Pass New/ Renewal	100	

5 Postal Services

Table 16. Postal Services Fees

Postal Service Fees (Fees)					
Service Description	PO Box Light	PO Box Standard	Ezimap Bronze	Ezimap Silver	Ezimap Gold
New - Jan	1,270	2,270	3,870	6,370	12,370
New - Feb	1,195	2,125	3,579	5,870	11,370
New - Mar	1,120	1,979	3,287	5,370	10,370
New - Apr	1,045	1,833	2,995	4,870	9,370
New - May	970	1,687	2,704	4,370	8,370
New - Jun	895	1,541	2,412	3,870	7,370
New - Jul	820	1,395	2,120	3,370	6,370
New - Aug	745	1,250	1,829	2,870	5,370
New - Sep	670	1,104	1,537	2,370	4,370
New - Oct	595	958	1,245	1,870	3,370
New - Nov	520	812	954	1,370	2,370
New - Dec	445	666	662	870	1,370
Renewal	1,200	2,200	3,800	6,300	12,300
Cancellation	1,200	2,200	3,800	6,300	12,300

Table 16.1 Other Postal Services Fees

Other Postal Services	
Service Description	Fee (AED)
P O Box Company Name Change	250
P O Box Lock Change	300
P O Box Lost Key	300
PO. Box. Cancellation	600
POM01-PO-BOX-Mailbag	1,000
Empost Rep. Card (if requested)	300
PO. Box Fines	AED 600 for the first month; and thereafter increases by AED 10 per month