

GLOBAL OFFICE FZ-LLC

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GLOBAL OFFICE (GO)  THE PROFESSIONAL WAY TO START A BUSINESS!

- Entrepreneur Coaching & Mentoring ▪
- Company Set up Consulting & Outsourcing ▪
- Corporate Business & Organizational Services ▪
- Business / Organizational Effectiveness Coaching ▪

Small Biz Company Formation Packages

Virtual Office - Northern Emirates Free Zone License with Dubai Business Center

GLOBAL OFFICE FZ-LLC specializes on professional investor assistance for company formation (all UAE free zones, mainland, offshore) including visa and corporate bank account, relocation coordination, complete start up management, business consulting, entrepreneur mentoring and coaching.



GLOBAL OFFICE always gives you the total fees to be expected and to be paid, no hidden fees applied.

We operate in UAE since 2003. For complete range of services provided, please go to <http://www.globaloffice24.biz/services>.

Important Note: Free Zone fees change frequently without notice! Fees indicated below are as per status February 2011.

Registration of **Virtual Office – Small Biz Set up with Business Center Hot-Desk in Dubai** is only available through a **Northern Emirates Free Zone!** They are licensed through the UAE capital Abu Dhabi High Court to operate out of Dubai. **See Feature – page 2!**

FAQ: For answering most frequently asked questions re small biz set ups, pls. go to <http://www.globaloffice24.biz/e-office/faq-virtual-office>



Do not confuse this offer with any Dubai Free Zones - Dubai does not offer dedicated Small-Biz Set up Packages!

In Dubai Free Zones are all operated by Dubai Government and fees start at approx. AED 80,000 p.a. plus visa fees ranging from AED 3,500 – 7,000. Renting physical office space is mandatory in Dubai and Abu Dhabi. Proof of share capital ranging from AED 50,000, 300,000, 500,000 up to 1 Mio (depending on FZ and company structure). Proof of share capital is mandatory for every Dubai Free Zone!

FEATURED BIZ SET UP – VIRTUAL OFFICE DUBAI

Total Fees Annual Package for Virtual Office - Small Biz Set up (Service based businesses only - max. 5 visa allowed for this set up):

I) FREE ZONE FEES – VIRTUAL OFFICE DUBAI

Northern Emirates License with Dubai Business Center Address. Investor can operate from Dubai! (no proof of share capital required)

Free Zone Fees p.a. (incl. license fees, hot-desk on first come – first serve basis in FZ's own Dubai business center , PO Box) <i>*taking a hot-desk is mandatory and cannot be waived.</i>	AED 39,100 p.a.
Visa Free Zone / Immigration Fees p. pers. (3 year visa)	AED 4,950 (every 3 years)
Medical Test for visa application in a Gov. Hospital Dubai p. pers. (mandatory to be taken in UAE)	AED 610 (every 3 years)
Total Free Zone Fees 1st. year incl.1 visa*	AED 44,660

Note: Free Zone packages as layed out above are to be taken as offered, non-negotiable.

* If more visa are applied for, pls. add the visa and medical fees per person to the total (max. 5 visa given for Virtual Set up).

Payment terms: AED 39,100 in full at the time of registration, visa/medical fees at the time of application (process can only be started after legal set up is completed).

Outsourcing Set up Procedures to Global Office (*Outsourcing Fees not included in above mentioned Free Zone Fees*)

II. GLOBAL OFFICE FEES for OUTSOURCING SET UP

Global Office consulting fees for handling complete legal set up for individual shareholder (entire paperwork from A-Z and guidance through the set up process), <i>in case of corporate shareholder additional fees apply.</i>	AED pls. ask for a quote co@globaloffice24.biz
Optional: Visa Assistance per application	AED pls. ask for a quote
Optional: Opening bank account opening with local UAE bank	AED pls. ask for a quote
Total Outsourcing Fees incl. 1 visa and bank account opening assistance	AED pls. ask for a quote
Total Outsourcing Fees excl. visa and bank account opening assistance	AED ask for a quote

ALTERNATIVE SMALL BIZ SET UP PACKAGES

(No Dubai Office!)

GLOBAL OFFICE FZ-LLC always gives you the total fees to be expected and to be paid, no hidden fees applied. (Note: fees indicated are excl. of consulting/outsourcing fees).

More cost Effective Set Ups for Small Businesses in Northern Emirates (Ajman, RAK, Fujairah, Sharjah). No Dubai office given for those licenses.

Northern Emirates Small Biz Packages – Share Capital Required

incl. 1 or 2 visa (depending on FZ) – no office in Dubai!

Smart Office Consulting – max. 2 visa

Free Zone fees **AED 23,000** p.a. plus visa fees approx. AED 3,500/pers.

Share capital required: AED 185,000 one-time, no audit

Smart Office Trading – max. 2 visa

Free Zone fees **AED 30,000** p.a. plus visa fees approx. AED 3,500/pers.

Share capital required: AED 185,000 one-time, no audit

E-Office Trading and Consulting – max. 2 visa

Free Zone fees **AED 48,000** p.a. plus visa fees approx. AED 3,500/pers.

Share capital required: AED 150,000 one-time, audit required for license renewal

Flexi-Desk Consulting – max. 1 visa

Free Zone fees **AED 23,000** p.a. plus visa fees approx. AED 4,500/pers.

Share capital required: AED 100,000 one-time, audit required for license renewal

Minimalistic set up Packages for Trading and Consulting (no share capital required)

Commercial Trading Package (no Office)

first year: **AED 17,000 + AED 2,500** for Memorandum of Association, if more than 1

Shareholder, following year fees AED 8,000

Visa package AED 3,500/pers.

General Trading Package (no Office)

first year: **AED 24,000 + AED 2,500** for Memorandum of Association, if more than 1

Shareholder, following year AED 15,000,

Visa package AED 3,500/pers.

Consulting Services Package (no Office)

first year: **AED 19,000 + AED 2,500** for Memorandum of Association, if more than 1

Shareholder, following year AED 10,000,

Visa package AED 3,500/pers.

No share capital required for the **Minimalistic Set up Packages**, no accounting or bookkeeping. **Note:** Getting visa is based on taking an office, smallest office (10 sqm) is **AED 8,000 p.a.** (in addition to above fees) and entitles to 2 visa (except for Iranian, Iraqi, Afghani, Yemeni, Somali passport holders – no visa given for those nationalities).

Limitations of Alternative Northern Emirates Small Biz Set ups:

- no Dubai office address provided by Free Zone
- number of visa usually limited to 1 or max. 2 per set up
- proof of share capital is still required by many free zones, ranging from AED 100,000 – 185,000 depending on Free Zone chosen
- for set up investor needs to drive to the respective free zone personally (various free zones, distance vary from 80 – 180 km away from Dubai)
- Visa requirements and fees vary greatly from Emirate to Emirate
- Various free zones require audited accounting reports upon license renewal (licensed accounting firm has to be hired - additional fees of min. AED 6,000 p.a.)

GLOBAL OFFICE - CONSULTING OPTIONS

OPTION - I. OUTSOURCING SET UP PROCEDURE

Pls. ask for a quote for outsourcing the set up process by choosing which free zone package suits your needs best, contact: co@globaloffice24.biz or mobile +971-50-8462421.

OPTION - II. E-GUIDE

(for investors who wish to handle set up themselves)

In case you prefer to handle the set up yourself, you can also refer to our E-Book “**UAE Fast Track Set Up Guide**” for **USD 29,90** for assistance and general overview.

E-Book Purchase through <http://www.globaloffice24.biz/> for content visit <http://tinyurl.com/UAEFastTrackSetupGuide>

OPTION - III. DO-IT-YOURSELF PACKAGE

For details, pls. visit <http://www.globaloffice24.biz/e-office/do-it-yourself-set-up>.

OPTION - IV. PHONE CONSULTATION

Global Office offers phone consultation and guidance on the various set up options in the UAE <http://www.globaloffice24.biz/services/consulting-fees>

Fee Schedule for phone-based-consulting answering individual questions regarding setting up in UAE (client has to call Global Office for consultation).

USD \$25 / AED 90 = 15 minutes
USD \$45 / AED 165 = 30 minutes
USD \$65 / AED 240 = 45 minutes
USD \$90 / AED 330 = 60 minutes

Payment terms: Appointment can only be scheduled after prepayment through Paypal. We send you a payment request through email.

OPTION - V. PERSONAL CONSULTATION

Personal Consultation in Dubai: AED 800 flat fee (approx. 1,5 hours)

Payment terms: cash at the time of meeting

During the personal consultation we cover the following main topics and answer individual questions:

- Overview of active UAE Free Zones & Cost Structures
- What is an E-office / Virtual Office set up / Restrictions?
- What are the ins and outs that Free Zones do not tell their clients?
- Set up Costs: Dubai vs. Northern Emirates Free Zones
- Free Zone vs. LLC/Sponsor set up (ownership rights)
- What are the restrictions of Free Zone operations?
- Which activities are prohibited / allowed in Free Zones?
- Which is the most suitable free zone for my business?
- What are the procedures of getting registered from A-Z?
- What is the difference between FZE, FZCO, FZ-LLC, Freelancer, Branch set up?
- What are the share capital requirements?
- Which free zones do not require share capital?
- How to open a corporate bank account – procedures, docs and recommendations
- What are the documents needed to get registered (legalisation)?
- How to get a 3-year investor and dependant residence visa?
- Challenges in setting up and how to be best prepared for surprises
- Latest changes in Free Zone regulations

In case any of our offers outlined above (*E-Book Guide for setting up, personal consultation by phone or in person in Dubai, outsourcing entire set up process*) is attractive to you, we look forward to hearing from you.

Best regards

Christine Orth
Director Global Office FZ-LLC