

## Renewal Application for Trust Services License

### About the Service/Feature

This service aims to renew licenses to trust service providers and qualified trust service providers in the United Arab Emirates.

### Service steps

- Step 1** → Submit the application through available service provision channels.
- Step 2** → Complete the application form and provide the necessary data and documents.
- Step 3** → Pay the fees via available payment channels.
- Step 4** → TDRA will receive and review the application.
- Step 5** → Obtain the license.

<b>Category</b>	Auxiliary
<b>Type</b>	Transactional
<b>Expected Time</b>	Within 30 days from the date of application completion.
<b>Fees</b>	To be announced
<b>Audience</b>	Entities wishing to provide trust services and qualified trust services in the UAE
<b>About</b>	This service aims to renew licenses to trust service providers and qualified trust service providers in the United Arab Emirates.
<b>Channels</b>	Mobile Application TDRA Website Email
<b>Payment Channels</b>	E-Payment Bank Transfer

<p><b>Terms &amp; conditions</b></p>	<ul style="list-style-type: none"> <li>▪ The application fee is non-refundable, regardless of the application outcome, whether approved or rejected.</li> <li>▪ TDRA reserves the right to reject applications not meeting requirements within 60 days from the submission date.</li> <li>▪ Upon approval of the license application, issuance is contingent upon advance payment of applicable fees, depending on the number and type of services, as per the fees list.</li> <li>▪ The license is valid for a period of two years.</li> <li>▪ Renewal applicants must submit the application, fulfill all licensing requirements, and pay the fees within three months before the license expiration date, with a maximum deadline of one month before expiry.</li> <li>▪ Failure to complete these renewal steps within the one-month period (30 days) before the license expiration date will result in the licensee being considered in violation, and administrative penalties will be applied accordingly.</li> </ul>
<p><b>Required Documents</b></p>	<p>Providing the following documents:</p> <ol style="list-style-type: none"> <li>1. A copy of the license issued by the Competent Authority or the relevant governing body that grants the Applicant authorization to conduct said activities within in the State.</li> <li>2. A statement indicating the business activities not relating to the Trust Services and Qualified Trust Services that the License Applicant is authorized to carry out.</li> <li>3. Details of the premises where the License Applicant conducts business in the State.</li> <li>4. A copy of the License Applicant's business plan, outlining the nature and strategy of its business, objectives, marketing plans, and service delivery plan.</li> <li>5. The type of trade License, the shares of partners therein, if any, and the organizational structure of the License Applicant.</li> <li>6. A statement indicating the institutional and operational capacities of the License Applicant.</li> <li>7. A Conformity Assessment Report of a term not exceeding a month.</li> <li>8. A copy of the documents submitted during the Conformity Assessment Process.</li> <li>9. Services termination plan.</li> <li>10. A financial data report for the last fiscal year issued by a certified auditor in the State, proving the availability of financial resources equivalent to five million (5,000,000) Dirhams.</li> <li>11. Submitting a bank guarantee or insurance determined by the Authority, which shall be automatically renewed upon the license renewal.</li> <li>12. Evidence of payment of the license application fees through TDRA's portal.</li> </ol>
<p><b>Results Require Office Visit</b></p>	<p>No</p>
<p><b>Service package</b></p>	<p>Trust Service Provider License</p>
<p><b>Service Complexity Level</b></p>	<p>Complex</p>
<p><b>Service Outcome</b></p>	<ul style="list-style-type: none"> <li>▪ Trust service provider License</li> <li>▪ Qualified Trust Service Provider License</li> <li>▪ Amendment to the UAE Trust List</li> </ul>
<p><b>Service Connectivity With Other Services</b></p>	<p>None</p>
<p><b>Service Limitation</b></p>	<p>Entities wishing to provide trust services and qualified trust services in the UAE</p>

