

PRE-APPROVAL

Certain nationalities require to go through a process of pre-approval prior to being onboarded as a stakeholder with Shams



PROCESS



LOGIN INTO SHAMS PORTAL VIA:
[HTTP://PORTAL.SHAMS.AE/FRONTEND/LOGIN/CUSTOMER](http://portal.shams.ae/frontend/login/customer)



SELECT COMPANY MANAGEMENT



SELECT PRE-APPROVAL



SELECT NEW/EXISTING



CLICK ON START PROCESS



PROCEED WITH THE PAYMENT AND SUBMIT THE REQUEST



TIMELINE

- 5-10 working days. Subject to Immigration approval



FEES

- AED 525



DOCUMENTS REQUIRED

- Immigration Pre-Approval form ([click here](#)) signed by all the applicants.
- Passport copies of the applicants with the special page if applicable.
- Entry Stamp or residence visa or tourist visa copy of the applicants.
- Photos of the applicants as per the guidelines ([click here](#)).
- Applicant designation.
- Contact number of the applicant.