

BANKING ASSISTANCE



Overview

This service includes introduction to your banker, documentation assistance, follow-up with bank account opening and any other requests. Please note that giving authority via POA will not be allowed for any of our agents.



Process



Contact Shams Concierge for Banking Assistance

1.



Meet with the Banker

2.



Fill out and sign required forms

3.



Submit required documents

4.



Receive notification that bank account has been opened

5.



Timeline

- 3 to 7 business days



Fees

- AED 1,575



Documents Required

- Original/Electronic Business License
- Original/Electronic Formation Certificate.
- Original Incumbency Certificate/Registry Extract (if applicable)
- Original Certificate of Good Standing (if applicable)
- Original/Electronic Share Certificate
- Original/Electronic Memorandum of Association (if applicable)
- Original/Electronic Occupancy Agreement (if applicable)
- Original Company Profile (detailing activities, suppliers, & clients)
- Original Passport with UAE Visa
- Original Emirates ID
- CV/Personal Profile
- Original 6 Months' Bank Statement (UAE or Home Country) (if applicable)