



- 1** We will send you the service agreement for e-signature.
- 2** Once you electronically sign the document, Europe Emirates Group will send you the fully signed document.
- 3** After you sign, you will be directed to a link for the online payment. If you prefer making your payment via bank transfer, please send a copy of your information so we may forward this to our Accounts Receivable Department. Upon the arrival of funds, they will confirm receipt.
- 4** Once the payment has been received, Europe Emirates Group will start the Company Formation Process. This takes approximately between (6) six to (8) eight working days; at its completion, your company will be fully incorporated and ready for operation.
- 5** After the company licence is issued, we will submit your application for the Establishment Card, which takes approximately five (5) working days.
- 6** Upon issue of the Establishment Card, we can then proceed to the visa application.
- 7** Residency visa applications from outside the UAE take approximately seven (7) working days; once the e-visa is issued, it is valid for entry for 60 days.
- 8** When you enter the UAE, please ensure you use the e-visa to enter the country and have it stamped by Immigration upon arrival. During the residency process, you will be unable to travel as your passport will be with immigration. If you use a second or duplicate passport to exit the country, your application will be rejected and you will need to start again.
- 9**
- 10** If you don't use the e-visa for entry or if you're already in the country, a change of status/local amendment will be required and this may add an additional three (3) working days.
- 11** Once we have the entry or change of status confirmed and verified, Europe Emirates Group will then make all the arrangements for FEDERAL AUTHORITY FOR IDENTITY AND CITIZENSHIP (ICA) - EMIRATES ID. The end-to-end Residency Visa and Emirates ID process takes approximately 30 days (points 9 to 15), subject to ICA and other third-party provider workloads and starts from the moment the applicant arrives in the UAE on the entry permit.
- 12** The fully assisted process begins with our chauffeur service and the assistance of a member of our administration team throughout the entire process.

We handle the coordination of all mentioned departments and locations.



- 12** Health Insurance: we will coordinate and process your health insurance. The insurance provided is entry level and basic for the specific purpose of complying with the law.
- 13** Medical: we will process your medical fitness test; you need both a medical and physical fitness test for the final stage of your visa application. The medical test involves two parts, a blood test and a chest x-ray. These tests screen you for a range of diseases, such as HIV/AIDS, tuberculosis, syphilis and hepatitis B.
- 14** Biometrics: we will accompany you to process your biometrics. The technical definition of biometrics means a person's unique physical traits are detected and recorded as a means of confirming identity. In simple terms, the Ministry of Immigration will obtain your fingerprints, and, in certain circumstances, an eye scan may also be required in addition to signature verification.
- 15** Once we have finished the parts that require your physical presence, you will be dropped off at a location of your choice in Dubai. We will then make arrangements to deliver your stamped passport back to you.
- 16** Once the Emirates ID is ready, this will be delivered to you by courier; it can also be held by us for safekeeping until your next trip to Dubai.

The Emirates ID Card will be issued approximately five (5) working days from the completion of your visa application. You are not required to stay inside the country until it is issued.

Timelines

All Timelines mentioned may vary based on Government or any third-party workloads. We do not accept any liability on the aforementioned timelines, nor do we guarantee these in anyway.

The Standard Residency process typically takes approximately 21 working days, in which you will need remain in the United Arab Emirates

Check out our fast track upgrade options below



VIP MARHABA - ELITE RESIDENCY FAST TRACK UPGRADE

The service upgrade is only available for clients that have contacted Emirates ID Federal Authority for Identity and Citizenship.

The Process is expertly curated over years of experience, building on our strategic alliances with all stake holders resulting in seamless execution of the process which is **By Invitation Only**, subject to availability and status.

This upgrade enables the customer through a separate process flow, avoiding queues and waiting time and results in the Dubai Residency Process completed in approx **7 working days** depending on Government Department workloads and includes the Marhaba ELITE Meet and Greet.

UPON ARRIVAL

The Marhaba Meet & Greet ELITE is deal for VIPs and those who love to travel in luxury and style. While taking care of every single detail, with personalised attention and a seamless service, we also ensure absolute comfort and privacy at every stage. The package offers a personalised shopper for Duty Free, exclusive lounges to relax in and a luxurious chauffeur driven car.

Features

- Personalised attention and seamless service
- Meet & Greet immediately on arrival and assistance through the airport
- Fast-track through immigration and security
- Exclusive VIP lounges on departures
- Dedicated personal shopper (subject to area access)
- Buggy car transfers in Dubai airport, where permitted
- Dedicated porter service from arrivals gate, baggage delivery service available for an additional charge
- Relax in chauffeur lounge in Terminal 1/3 with complimentary refreshments while the porter claims for your bags
- Luxurious chauffeur driven car

NEXT DAY

As per your itinerary which we will have composed with you we will be collecting with a luxurios chaffer driven car from your hotel or residency taking care of every single detail, with personalised attention and deliver a seamless end to end service that will glide you through all the different-locations and department's ensuring absolute comfort and privacy at every stage.

The itinerary for the day will be the following

1. VIP Medical Process
2. VIP Biometric Process
3. VIP Stamping Process

Once the above is done the process is then complete, once we have the residency stamped we will deliver your passport to you and the Emirates ID will follow.





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