



Dubai Healthcare City - Regulatory Service Price List

Effective February 1, 2019

DHCR/LS/GO/001/10

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Introduction

The DHCR Price List provides a comprehensive listing of all fees relating to application, licensing (commercial and professional), Permits, Quality Survey and Government Services.

All applications will be processed through DHCR e-services platform, Masaar at <https://www.dhcr.gov.ae/en/#servicesAnchor>. Certain activities require approval from external authorities. Refer to Rule No. 1 of 2018 Concerning permitted activities and licensing categories for DHCC.

Commercial License

Commercial License (CL) is issued in accordance with Rule 1 of 2018, Concerning permitted activities and licensing categories for DHCC (as amended).

Relevant fees apply for any additional cluster/segment/activity. A service fee shall apply for any amendment/modification required during the process of new application or for existing facility. All Commercial licenses and Permits shall be valid for a period of one year and renewed annually thereafter.

Clinical Operating Permit

All DHCC Clinical Operators are required to obtain a Clinical Operating Permit (COP) prior to the commencement of business operations. A processing fee of **AED 2,500** shall apply for any changes to the facility location or specialty.

1. Initial Application

- 1.1 A completed online application form with supporting documents is required for being eligible to establish a company in DHCC. The Approved applicants are issued a Provisional Approval Letter (PAL) in order to complete commercial Licensing requirements.
- 1.2 New Application for Commercial License is subject to a 'one-time' fee.

New Application Services	Fees
Initial Application Fee	3,100
New Registration Fee	3,500
Provisional Approval Letter Extension (If applicable)	500

- 1.3 Note that any service transaction provided by DHCR shall be subject to Government Fees (Knowledge Dirham and Innovation Fee).

2. Commercial License and Clinical Operating Permit Services

This section covers all the fees related to Commercial License and Operating Permit for Healthcare cluster which include Clinical Inpatient and Outpatient, Patient Support, Pharmacies, Laboratories and other additional services.

- 2.1 Operating Permit Fee for hospitals also include Education and Research Permits.
- 2.2 A separate Operating Permit is required for Internal Pharmacies and Reference Laboratories.
- 2.3 For new Business Partners (BP) under Clinical Inpatient, Clinical Outpatient, Pharmacy and Laboratory, a separate one-time fee for pre-op assessment and 6- months' post-op survey shall apply.
- 2.4 For additional re-assessment and re-survey, a separate fee shall apply.
- 2.5 Healthcare Professionals (Doctors, Dentist & Complementary Alternative Medicines) are eligible for Visiting Doctor's License subject to the issuance of LOA from DHCA. The existing Healthcare Professionals (Doctors, Dentist & Complementary Alternative Medicines) having deactivated license status may also apply for the same.

Table 1. Healthcare Cluster

Commercial License & Clinical Operating Permit Fees					
Healthcare				One Time Service Fee (New Business Partners Only)	
Segment/Activity		Commercial License	Operating Permit	Pre-Op Assessment	Post-Op Survey (6 months)
Clinical In-Patient					
Hospital (General/Specialty/Teaching)	Less than 50 Beds	25,000	20,000	3,750	-
	51-100 Beds	29,000	30,000	6,000	-
	101-150 Beds	37,000	45,000	7,500	-
	151 Beds and Above	45,000	45,000	9,000	-
Home Healthcare Provider (Part of General or Specialty Hospital only)		-	6,500	3,000	-
Hospice Care Center		15,000	14,250	3,000	-
In-Patient, Rehabilitation Center (Behavioral/ Physical/ Pediatric)		15,000	14,250	3,000	-
Long Term Care Center/ Nursing Home		15,000	14,250	3,000	-
Clinical Out-Patient					
Multi-Specialty Clinic	Up to 2 specialties	15,000	14,250	3,000	-
	3-6 specialties	15,000	20,250	3,000	-
	7 specialties and above	15,000	23,500	3,000	-
Single Specialty		15,000	6,500	2,000	-
Outpatient Rehabilitation Center (Behavioral/ Physical/ Pediatric)		15,000	14,250	3,000	-
Outpatient Surgical Clinic		15,000	21,500	3,000	-

Commercial License & Clinical Operating Permit Fees				
Healthcare			One Time Service Fee (New Business Partners Only)	
Segment/Activity	Commercial License	Operating Permit	Pre-Op Assessment	Post-Op Survey
Clinical Out-Patient (continued)				
Clinical Support Facility	15,000	6,500	2,000	-
Renal Dialysis Center	15,000	14,250	3,000	-
Gastrointestinal Endoscopy Center	15,000	14,250	3,000	-
Fertility Center	15,000	20,250	3,000	-
Sleep Medicine Center	15,000	14,250	3,000	-
Medical Fitness Center	15,000	14,250	3,000	-
School/Nursery/Hotel Clinic	-	6,500	2,000	-
First Aid Unit	-	6,500	2,000	-
Telehealth Center	15,000	14,250	2,000	-
Patient Support Services				
Patient Escort Services	15,000	4,750	-	-
Pharmacy				
Community Pharmacy (including Compounding Pharmacy)	15,000	6,500	2,000	-
Hospital / Inpatient Pharmacy	-	5,000	2,000	-
Internal Pharmacy (part of Outpatient Clinic)	-	5,000	2,000	-
Diagnostic Center and Medical Laboratories				
Clinical Laboratory	15,000	7,500	3,000	3,000
Radio Diagnostic Center	15,000	7,500	3,000	3,000
Diagnostic Center (Clinical Laboratory & Radiology)	15,000	7,500	3,000	3,000
Non-Diagnostic Medical Laboratories				
Stem Cell Processing/Storage Center	15,000	7,500	3,000	3,000
Therapeutic Biological Product Manufacturing Laboratory	15,000	7,500	3,000	3,000

Table 1.1 Additional Services for Healthcare Cluster

Additional Service Fees for Healthcare		
Service Description	Fees (AED)	
Attestation of Sick Leave Certificate (per Certificate)	50	
Attestation of Controlled/ Narcotic Prescription Pads	50	
Verification of Controlled/ Narcotic Medications Application	50	
Attestation of Documents – Others (per document)	50	
Attestation of Scientific Offices Application	100	
Attestation of Medical Report (per report)	100	
Change in Pharmacist/ Doctor In-Charge	250	
DHCR Outpatient Clinic Quality Standards & User Guide	400	
Translation fee - Clinical Complaints Decision Letter	700	
Review of Facility Proposal – Application/Product/Service	1500	
Advertising Services	Fees (AED)	
SMS (up to 5 SMS per application)	100	
One-Page-Content material (Flyer, rollup, poster, handout)	100	
2-6 pages content material (Brochure, handout, mini Booklet, pocket manual)	300	
More than 6 pages content material (Booklet, Book, manual)	500	
Website (per URL address)	500	
TV and Radio (per Adv.)	500	
Accreditation Support	Initial	Per Additional Visit
Hospital and Inpatient < or=50 beds	6,600	4,600
Hospital and Inpatient 51-100 beds	8,800	6,160
Hospital and Inpatient 101- 150 beds	13,200	9,200
Hospital and Inpatient >150 beds	19,800	13,900
Follow – Up Services	Fees (AED)	
Quality Re-Survey	3,000	
Pre-op Re-assessment	1,500	

3 Commercial License Services

This section covers all the fees related to Commercial License for Non-Clinical Operators which include Education, Research and Development, Wellness, Hospitality, Retail, Business Support, Support Services, Regional Headquarters and Property Services.

Table 2.1 Visiting Doctor License Fees

Visiting Doctor License Fees	
Service Description	Fees (AED)
Visiting Doctor License Fees	15,000

Table 2.2. Education Cluster

Commercial License & Academic Permit Fees		
Education		
Segment/Activity	Commercial License	Academic Permit Fees
Higher Education Provider		
1. University – Ministry of Higher Education & Scientific Research (MOHESR) Accredited	15,000	500
2. University - Branch		
Continuing Education for Healthcare Professionals		
1. Continuing Professional Development (CPD) / Continuing Medical Education (CME)	15,000	500
Professional and Management Development Training		
1. Accounting and Finance Training	15,000	500
2. Business and Secretarial Training		
3. Educators' Professional Training		
4. Human Resources Training and Development		
5. Management Training		
6. Sales and Marketing Training		
7. Social and Behavioral Training		
8. Insurance Training		
Computer Training		
1. Computer Skills Training	15,000	500



Commercial License & Academic Permit Fees		
Education		
Segment/Activity	Commercial License	Academic Permit Fees
Language Training		
1. Language Training	15,000	500
Technical and Occupational Skills Training		
1. Healthcare Awareness Training	15,000	500
Technical and Vocational Education & Training		
1. Beauty Care Training	15,000	500
2. Hair Stylist Training		
3. Hospitality and Tourism Training		
4. Technical and Vocational Education & Training Center		
5. Occupational Safety & Fire Fighting Training		
Child Skills Development Training		
1. Child Skills Development Center	15,000	500
School		
1. Kindergarten (KG)	15,000	500
2. School – Primary		
3. School – Preparatory		
4. School – Secondary		
Early learning Center (Nursery)		
1. Early learning Center (Nursery)	15,000	500
Educational Support Service		
1. Academic Representative Services	15000	-
2. Educational Consultancies		
3. Educational Management Services		
4. Examination Preparation		
5. Testing Center		
6. University Placement Services		

Table 2. 3 Additional Services for Education

Additional Services Fees for Education	
Education Permit	Fees (In AED)
Education Permit - Application Review/Amendment	500
Education Permit – CPD/ Non-CPD	1,500
Education Permit – Approved Practice Setting (APS)	
Education Permit – Post Graduate Medical Education (PGME)- Certain PGME may require external approval	
Education Programs	Fees (In AED)
APS Program Registration	1,000
*Review of CPD & Non-CPD Training Programs - Up to Two (2) hours per day	300
*Review of CPD & Non-CPD Training Programs - More than 2 hours within the same day	750
CPD Certificate printing (optional)	20 Per Certificate
* Urgent Processing Fee	1500 + Actual Fees

*Includes presentations, symposia, Grand rounds, case study discussions, journal clubs, mentoring/supervising, conferences, refresher course, Non-CPD/Non-credit Programs involving volunteers, etc.

* Urgent processing fees applies to requests for programs validation received within 15 days of the first day of the planned program date.

Table 3. Research and Development Cluster

Research and Development		
Segment/Activity	Commercial License Fees	Permit Fees
1. Clinical Research Organization (CRO)	15,000	500
2. Research Center – Clinical		
3. Research and Development Center		

Table 3.1 Additional Services for Research and Development

Additional Service Fees for Research and Development		
Human Biomedical Research Permit	Fees (AED)	
Research Permit – Application Administrative Review	500	
Research Permit – Additional Administrative Review ⁽¹⁾⁽²⁾	500	
Research Permit – Approval and Issuance	1,500	
Human Biomedical Research Study Proposal	Non-Sponsored	Sponsored
Research Study Proposal – Application Administrative Review	500	500
Research Study Proposal – Additional Administrative Review ⁽²⁾⁽³⁾	500	1,000
Research Ethics Committee (REC) Review		
Interventional Study	4,000	8,000
Non-interventional Study	1,000	1,000
Substantial Amendment to Approved Research Study Proposal	1,500	3,000
Non-Substantial Amendment to Approved Research Study Proposal	1,000	2,000
Urgent Review Fees		
Research Study Proposal – Application Administrative Review ⁽⁴⁾	1,000	2,000

- (1) Changes to Research Permit Application after validation and prior to review by Academic & Research Council.
- (2) Applications requiring more than three administrative reviews due to noncompliance with Research Department's review comments.
- (3) Changes to Research Study Proposal Application after validation and prior to review by REC.
- (4) 3-9 working days prior to REC meeting usually held the first Tuesday of every month unless otherwise specified.

Table 4. Wellness Cluster

Wellness	
Segment/Activity	Commercial License
Personal Care Services	
<ol style="list-style-type: none"> Children Haircutting Dieting and Weight Control Services Gents Cosmetic and Personal Care Center Gents Haircutting and Hair Dressing Salon Gents Health Spa Henna Salon Ladies Cosmetic and Personal Care Center Ladies Haircutting and Hair Dressing Salon Ladies Health Spa 	15,000
Wellness Studio	
<ol style="list-style-type: none"> Child amusement arcade Dance Studio Gymnastics Center Ladies Physical Fitness Center Men's Physical Fitness Center Pilates Center Sports Center Water Sports Training Services Yoga Studio 	15,000
Medical Tourism	
<ol style="list-style-type: none"> Medical Tourism Facilitator Residential Care Home 	15,000

Table 5. Hospitality Cluster

Hospitality	
Segment/Activity	Commercial License
Hotel Services	
1. Five Star Hotel	45,000
2. Four Star Hotel	40,000
3. Three Star Hotel	35,000
4. Hotel Apartment- Deluxe	40,000
5. Hotel Administrative Office	15,000

Table 6. Retail Cluster

Retail	
Segment/Activity	Commercial License
Food and Beverage	
<ol style="list-style-type: none"> 1. Bakery 2. Cafeteria 3. Coffee Shop 4. Floating Restaurant 5. Ice Cream Shop 6. Juice and Soft Drink Shop 7. Organic Stores 8. Pastry Trading 9. Restaurant 	15,000
Community Outlets	
<ol style="list-style-type: none"> 1. Arab Wears Tailoring 2. Arab Wear Trading 3. Advertising Requisites Trading 4. Audio-visual, Recording Equipment & Accessories Trading 5. Baby Food Trading 6. Baby Wear Trading 7. Beauty & Personal Care Equipment Trading 8. Beauty & Personal Care Requisites Trading 9. Books, Newspaper & Publications Trading 10. Blankets, Towels & Linens Trading 11. Bread & Bakery Products Trading 12. Carpets Trading 13. Coffee Trading 14. Commercial Library 15. Computer and Electronic Accessories 16. Computer & Data Processing Requisites Trading 17. Computer & Electronic Accessories 18. Confectionery & Chocolate Trading 19. Convenience Store 20. Dairy Products Trading 21. Dates Trading 22. Department Store 23. Digital Printing and Copying 24. Educational Aids Trading 25. Films & Photography Materials Trading 	15,000



Retail	
Segment/Activity	Commercial License
Community Outlets (continued)	
26. Filters & Purification Devices Trading	
27. Flavours & Ornamental Plants Trading	
28. Flower Shop	
29. Flowers & Ornamental Plants Trading	
30. Foodstuff Supply Service	
31. Gents Tailoring	
32. Gents Wear Tailoring & Embroidery Workshop	
33. Gift Shop	
34. Grocery Store	
35. Healthcare Equipment & Furniture Trading	
36. Handbags & Leather Products Trading	
37. Hypermarket	
38. Home Furniture Trading	
39. Honey & Apiary Accessories Trading	
40. Household Electrical Applications Trading	
41. Imitation Jewelry Trading	
42. Illustrated Magazines & Catalogues Trading	
43. Invitation & Greeting Cards Trading	
44. Laboratories Tools & Requisites Trading	
45. Ladies Tailoring	15,000
46. Ladies Wears Tailoring & Embroidery Workshop	
47. Ladies Garment Trading	
48. Laundry Services	
49. Light Fitting & Fixtures Trading	
50. Medical, Surgical Equipment & Instruments Trading	
51. Medical Equipment Rental	
52. Men's Garment Trading	
53. Mini Store	
54. Music and Video	
55. Natural Herbs Trading	
56. Nutritional Products Store	
57. Nuts Trading	
58. Optical Center	
59. Para-Pharmaceutical Products Trading	
60. Pearls & Precious Stones Trading	
61. Perfumes & Cosmetics Trading	
62. Photo Studio	
63. Promotional Gift Preparation	



Retail		
Segment/Activity	Commercial License	
Community Outlets (continued)		
64. Protective Garments & Vests Trading	15,000	
65. Shoe Trading		
66. Slippers & Sandals Trading		
67. Snack Food Trading		
68. Software Trading		
69. Soap & Hair Care Products Trading		
70. Specialty Store		
71. Spices Trading		
72. Stationery		
73. Sports Wear Trading		
74. Sunglasses Trading		
75. Supermarket		
76. Tea Trading		
77. Telephone Accessories		
78. Textile Trading		
79. Trading in Jewelry		
80. Toys & Games Trading		
81. Uniforms Trading		
82. Watches & Clocks & Spare Parts Trading		
Recreational Facilities		
1. Auditorium		15,000
2. Recreational Playground		
3. Shopping Center (Mall)		
4. Theatre and Cinema		
5. Theme Park		
6. Water Park		

Table 7. Business Support Cluster

Business Support	
Segment/Activity	Commercial License
Consultancy	
1. Architectural & Engineering Consultancy	15,000
2. Branding & Promotion Consultancy	
3. Healthcare Architectural and Engineering Consultancy	
4. Hospitality Management Consultancy	
5. IT consultancy	



Business Support	
Segment/Activity	Commercial License
Consultancy	
6. Interior Design Consultancy 7. Management Consultancy 8. Market Research Consultancy 9. Medical Equipment Consultancy Services 10. Project Management Consultancy	15,000
Healthcare Consultancy	
1. Healthcare Management Consultancy 2. Healthcare Quality Consultancy 3. Pharmaceutical Consultancy	15,000
Healthcare Management	
1. Healthcare Accreditation Certification 2. Healthcare Facility Operator 3. Healthcare Management 4. Medical Billing Service 5. Medical Coding Service 6. Medical Transcription Service 7. Sterilization Services	15,000
Facility Management	
1. Non- Healthcare Facility Operator	15,000
Association (Non Profit)	
1. Professional Association	15,000
Executive Search	
1. Executive Search	15,000
Outsource	
1. Operation Support 2. Medical Manpower Supply	15,000
Event Management	
1. Business Event Management 2. Exhibition Organization and Management Festival Organization and Management	15,000
Business Support	
Segment/Activity	Commercial License
Information Technology	
1. IT Infrastructure	15,000



Business Support	
Segment/Activity	Commercial License
Consultancy	
Holding Company	
<ol style="list-style-type: none"> 1. Formation of Establishment (Owning Shares in other companies) 2. Holding of Stocks or Shares in Healthcare Project companies 3. Management of the Subsidiary Companies of Healthcare Projects 4. Owning Assets, Acquiring Rights & Patents (Intellectual Property, Trademarks, Royalties, Property & assets) 5. Provide Funds, guarantees & Finance to its Subsidiary Companies 	15,000

Table 8. Support Services Cluster

Support Services	
Segment/Activity	Commercial License
<ol style="list-style-type: none"> 1. Accidents and Liability Insurance 2. Automated Car Parking Systems Installation & Maintenance 3. Automobile Driving School Office 4. Banking Services 5. Calibration Laboratory – Medical Equipment 6. Car Park Rental & Management 7. Car Washing & Cleaning 8. Catering Services 9. Commercial Bank 10. Courier Services 11. Documents and Data Validation Services 12. Documents Clearing Services 13. Electronic Parking Management Systems 14. Facilities Management Services 15. Insurance Agent 16. Interior Decoration 17. Money Exchangers 18. Ready-Made Garments 19. Third Party Administrator (TPA) 20. Tour Services 21. Travel Agency 22. Valet Parking Services 	15,000

Table 9. Regional Headquarters Cluster

Regional Headquarters	
Segment/Activity	Commercial License
1. Administration Office	15,000
2. Back Office	
3. Call Center	
4. Marketing Office	
5. Management Office	
6. Representative Office	
7. Representative Office – Healthcare	
8. Representative Office – Pharmaceutical	
9. Scientific Office	

Table 10. Property Services Cluster

Property Services	
Segment/Activity	Commercial License
1. Business Center	15,000
2. Leasing and Management of Other People's Property	
3. Association Management Services	
4. Real Estate Administrative Office	
5. Real Estate Developer	
6. Real Estate Leasing Brokerage	
7. Real Estate Supervision Services	
8. Real Estate Representative Office	
9. Self-Owned Property Leasing and Management services	
10. Real Estate Services Trustee	

Table 11. Additional Services for Commercial License

Additional Service Fees for Commercial License	
Service Description	Fee (AED)
Amendment Services	
Late Renewal - Commercial License (Per month after 30 days grace period)	500 per month
License Amendment Fees (change of segment/activity, removal of segment/activity) (Note: This is not applied during the renewal of License)	500



Additional Service Fees for Commercial License	
Service Description	Fee (AED)
Additional activity within same segment	1,000
Additional segment	15,000
Company Name Change (including MOA & AOA)	2,400
License Cancellation/Deregistration	1,500
License Re-instatement	2,000
Adding Location - Different Bldg.	5,000
Adding Location within the same Bldg.	500
Manager Name Change	1,000
Downsizing/Relocation of Facility	500
Registration Services	
Change of Share Capital (including MOA & AOA) - Increase/ Decrease	3,500
Share Transfer (including MOA & AOA) - Per Instrument	3,500
Director Name Change (including AOA)	500
Amalgamation of Companies / Merger	3,000
Conversion from Branch to FZ LLC	3,500
Continuation / Migration of Company into DHCC	5000
Continuation / Migration of Company outside DHCC	5000
Re-Domiciliation / Continuation of parent company	2000
Amendment of Memorandum and Articles of Association (MOA and AOA)	500
Re-issuance of Constitution document (MOA, AOA, COI and CL)	1,000
Certificate of Good Standing / Incumbency Letter	1,000
Change of Financial Year (including AOA)	500
Company Information Search	500
Letters and Certificates	
No Objection Certificate (NOC)	250
Any other Letter (Unspecified)	250
Attestation and Notarization Services	
Board Resolution / Other Resolution-Notarization	250
Specimen Signature Verification	250
True Copy- Attestation	250

Table 12: Commercial Permit Service Fees

The Commercial Permit is issued in lieu of the Commercial License, for the purpose of carrying out certain activities for a specific period. Also, permits will benefit existing clinical and non-clinical partners in DHCC as well as allow companies operating in the mainland to carry out short-term activities including, but not limited to event booths and kiosks; food trucks; F&B and corporate tents; and self-service and vending machines. The commercial permits are issued subject to validity of the lease; and commercial license.

*Any E-permit for the Event shall be subject to the valid Commercial License, DTCM approval; and additional DTCM fee (as applicable).

** The Fee represented below is for a year. Hence, any permit issued less than a year will be computed on pro-rata basis.

In the event of any fit-out works, the landlord need to obtain fit-out permit from the Engineering department prior to commencement of such engineering works.

Commercial Permits Service Fees			
Service Description		Validity	Fee (AED)
Commercial Permit Services			
* E-permit (Event permitting Marketing & distribution of Tickets such as events, conferences etc.,		Per Event	200
E-permit Amendment		Per Event	50
Free Promotional campaign		Per Campaign	300
**Kiosk/ Booth (Events and Conferences)		As per lease validity	5,000
Food Truck		30 Days	1,000
Flyer Distribution		30 Days	1000
Raffle Drawing		30 Days	1000
Commercial Tent		30 Days	5,000
Ramadan Tent		30 Days	5,000
Ramadan Permit - Take-Away and Delivery		30 days	1,500
Ramadan Permit - Dine-In within the premises		30 days	2,000
Ramadan Permit (Take-away, Delivery and Dine-In)		30 days	3,500
Stalls and Counters (ie Rent a Car, Travel Agency, Driving Centre, car wash, valet parking , etc)		As per lease validity	1,500
Self Service Machines (per device)		As per lease validity	1,000
**Permit to Operate with DED License within DHCC		Per annum	15,000
Vending Machine (per Machine)		As per lease validity	300
Additional Working Hours	12:00am – 2:00am	12 months	2,000
	24 hours	12 months	3,000
Miscellaneous Permit (unspecified)		30 days	500

Table 13: Engineering Services

- 1.1 A review of the schematic (preliminary) and the final design construction documents to ensure compliance with the Facility Guidelines Institute (FGI) and local standards.
- 1.2 Design review fees shall be calculated based on gross floor area (GFA) in ft².
- 1.3 Minor Works Permit is issued for short periods (not affecting architectural design).
- 1.4 Any changes or modifications in the approved design before or after the facility is operational will require re-submission and the fee shall apply to the modified area only.

Engineering Service Fees		
Service Description	Area	Fees (AED)
Design Review and Design Modification	Up to 45000	3 /sq ft.
	45001 and above	2.5 /sq ft.
Design Review for existing fit-out		1/sq ft.
Design Review (Other FZs)		1/sq ft.
Demolition permit		1,000
Minor Works Permit – Initial		1,000
Works Permit – Renewal		500
Re-submission of Design Review (exceeding 3x)		1,000

Table 13.1 Additional Services for Engineering

Additional Service Fees for Engineering		
Service Description	Fee (AED)	
Pre-Qualification of Design Consultants	2,500	
Pre-Qualification of Fit-out Contractors	2,500	
Contractor Registration (Per annum)	500	
Requesting for As-built Drawing	250	
Permanent Signage		
Initial Application Review for Installation of Signage	-	
Display Permit – Clinical & Commercial (Annual)	3,000	
Display Permit Retail (Annual)	1,500	
Sticker Signage	1,500	
Temporary Signage		
	Area	Annual Fee
Hoarding	(per sq.m)	100
Building Wraps	(per sq.m)	100
Fence Hoarding	(linear/meter)	100
Wall Mounted Hoarding	(per sq.m)	100
Building Signage	(per face)	2,500
Leasing Banner	(per banner)	500
Portable Flag	(per flag)	1,500
Digital Signage Screen	(per sq.m)	400

Table 14. Healthcare Professional Licensing Service Fees

- 1.1 Healthcare Professional License is valid for two (2) years.
1.2 Fees apply for each facility at which a healthcare professional practices.

Healthcare Professional Licensing Service Fees					
Service Category	Initial Application Review	Processing W/ PSV	Processing W/Out PSV	License Card	Renewal
Physician/Dentist	1,000	4,700	5,700	500	4,000
Nurses	1,000	1,000	1,300	500	2,000
Allied Health	1,000	1,000	1,300	500	2,000
Complementary & Alternative Medicine (CAM) Practitioners (All grades)	1,000	4,700	5,700	500	4,000
CAM Therapist	1,000	1000	1,300	500	2,000
Faculty License	1,000	2,300	2,800	500	2,300
Trainee License – Medical/Dental	1,000	2,300	2,800	500	2,300
Trainee License – Nursing/Allied /CAM	1,000	500	1000	500	1000

Table 14.1: Additional Services for Healthcare Professional Licensing

Additional Service Fees for Healthcare Professional Licensing	
Service Description	Fees (AED)
Replacement License Card	200
*Reactivation of Inactive License	600
Change of Primary Employer	2,000
**Add Employer	2,000
Adding Title	2,000
Visiting Doctors License– for 1 month for a maximum of 3x in one year	4,000
Primary Source Verification (PSV) Letter	500
Certificate of Good Standing (CGS)	500
Late Renewal Fee / per month up to a maximum of six months (All categories)	500
License Status Confirmation Letter (LSC)	1,000
Urgent Processing Fee – Letters (PSV, CGS, LSC)	500 + actual fee
Additional Service Fees for Healthcare Professional Licensing	



Service Description	Fees (AED)
Urgent Processing Fee - Initial Application; Add Employer; Add Title; Change Primary Employer; Upgrade Category.	1,000 + actual fee
Upgrade of Professional License Category	As per renewal fee
<p>Note:</p> <p>*Does not apply to applicants whose License status is inactive for less than 60 days. This service does not apply to expired Licenses. Applicable for activation with the same employer.</p> <p>**Applicable for each additional facility and for certain licensing categories as per "Additional Employer Policy".</p>	

4 Government Services

All visa services shall be processed through DHCR only. Furthermore, the below tariffs may change from time to time subject to changes in tariff of service providers.

Table 15: Government Services Fees

Service Description	Normal Fees	Express Fees
Visit Visa		
Visit Visa (One Time) - File Opening	5,070	
Visit Visa 30 Days – Deposit	5,050	
Visit Visa Fee - 30 Days	1,035	1,585
Visit Visa Fee - 90 Days	2,135	2,685
Visit Visa Fee - Multiple Entry 6 months	3,520	4,070
Visit Visa - Quota Extension	570	
Visit Visa - Quota Extension Deposit	5,050	
Visit Visa - Access card - 30 days	100	350
Visit Visa - Access card - 90 days	300	550
Employment Residence Visa		
Employee Residence Visa Package (3 year)- NEW	3,240	4,340
Employment Residence Visa Package (3 Yrs.) - Renewal	2,700	3,250
Employee Residence Visa (Package) (1 year)- NEW	2,640	3,740
Employment Residence Visa Package (1 Yr.) - Renewal	2,100	2,650
Bank Guarantee Deposit – per employee	2,500	

Service Description	Normal Fees	Express Fees
Employment Release Transfers		
Free Zone/ Government to DHCA Transfer Package (3 year)	3,630	4,480
Free Zone/ Government to DHCA Transfer Package (1 year)	3,050	3,880
Bank Guarantee Deposit – per employee	2,500	
Non Sponsored ID & Access Cards		
Non Sponsored ID Card - New / Renewal	700	950
Non Sponsored ID Card - Cancellation	100	
Non Sponsored ID Card - Lost (Replacement)	550	800
Non Sponsored ID/Access Card - Correction	300	550
Non Sponsored Access Card - New / Renewal	700	950
Non Sponsored Access Card - Cancellation	100	
Temporary Access Cards		
Temporary Access Card 1 Month - New / Renewal	100	350
Temporary Access Card 3 Months - New / Renewal	300	550
Student Residence Visa		
Student Residence Visa Package - New (Inside Country)	2,600	3,700
Student Residence Visa Package - New (Outside Country)	1,760	2,860
Student Residence Visa Package - Renewal	1,600	2,150
Student Lost Passport – Re-stamping	820	1,370
In Country Visa		
Additional Entry Permit Fee (New) (Inside country) (Manual)	840	
Local amendment - Change Status	810	
Visa Cancellations		
Entry Permit/ Visit Visa Cancellation (Before arrival)	445	995
Entry Permit/ Residence Visa Visa Cancellation (After arrival)	445	995
Residence Visa Cancellation (Inside UAE)	445	995
Employee Residence Visa Cancellation - Out of UAE w/out Passport	1,400	1,950
Employee/Student Residence Visa Cancellation - Out of UAE with Passport	445	995
Student Residence Visa Cancellation - Out of UAE w/out Passport	1,205	1,755
Employee Release Signed Out (Release from DHCA)	400	950
Absconder Services		
Absconder Services (including declaration) - Employment/Student/Visitor	6,250	
Withdrawal of Absconder Notification	2,000	
Exit Guarantee Deposit	2,050	

Service Description	Normal Fees	Express Fees
Residence Visa Amendments		
Residence Visa Amendment – Profession Change/ Name/ Passport No.	805	1,355
Transfer of Residence Visa to new passport	805	1,355
Residence Visa Transfer (nationality/ name/ passport change)	805	1,355
Lost Passport Residence Visa Re Stamping	955	1,505
Establishment Card Services		
Establishment Card (New)	1,935	2,065
Establishment Card (Renewal)	1,733	1,863
Establishment Card - Correction	270	520
Establishment Card Lost - Replacement	270	400
Establishment Card - Cancellation	221	351
Miscellaneous Services		
Immigration Printout	270	520
Attestation Employment Contract	100	350
Lost Emirates-Id (3 years)	453	
Lost Emirates-Id (1 year)	253	
Additional Fees - Immigration, if applicable	As applicable from time to time	
Establishment Card – Adding Employment Quota	As applicable from time to time	
Medical Test (4 working Hours)	1,100	
Medical Test Upgrade from Normal (4 working hours)	430	
Medical Test (Re-type after 2 months)	320	
EIDA - 1 year (Re-type after 2 months)	253	
EIDA - 3 year (Re-type after 2 months)	453	
Fine - Immigration/ EIDA	Actual Fine + AED 120	
Establishment card (Renewal) (Fines)	Actual Fine + AED 120	
Corporate Letter Services		
PRO Card Tourist and Transit Visas(Hotel)	100	
PRO Card for Personnel Services New/ Renewal	100	
NOC for Police (Document lost)	200	
RTA Bike Registration New/ Renewal	200	
RTA Commercial Vehicle New/ Renewal	200	
RTA Light Vehicle New/ Renewal	200	
RTA Heavy Vehicle New/ Renewal	300	
RTA Vehicle Export	200	

Service Description	Normal Fees	Express Fees
RTA Vehicle Sale	200	
RTA Vehicle Sale Bike	200	
RTA Vehicle Sale Bus	300	
RTA Vehicle Sale Truck	300	
RTA Vehicle Sale Boat	300	
Boat Registration	300	
RTA Vehicle Transfer	200	
RTA Vehicle Transfer Bike	200	
RTA Vehicle Transfer Bus	300	
RTA Vehicle Transfer Truck	300	
Personal Letter Services		
Lost EIDA Card	50	
Lost Passport	50	
Lost Wallet	50	
Liquor License	50	
Salary Certificate	50	
Visa Single Entry	50	
Visa Multi Entry	50	
Lost Driving License	100	
Boat Driving License	100	
Boat Registration Personal	300	
Selling or Purchasing Boat	300	
Letter to Dubai Customs	100	
Letter to Economic Dept. (Employee/ Licensee/Shareholder)	500	
Employment Letter	50	
RTA Driving License New/ Renewal	100	
RTA Driving License Bike New/ Renewal	100	
Entry Pass New/ Renewal	100	

5 Postal Services

Table 16. Postal Services Fees

Postal Service Fees (Fees)					
Service Description	PO Box Light	PO Box Standard	Ezimap Bronze	Ezimap Silver	Ezimap Gold
New - Jan	1,270	2,270	3,870	6,370	12,370
New - Feb	1,195	2,125	3,579	5,870	11,370
New - Mar	1,120	1,979	3,287	5,370	10,370
New - Apr	1,045	1,833	2,995	4,870	9,370
New - May	970	1,687	2,704	4,370	8,370
New - Jun	895	1,541	2,412	3,870	7,370
New - Jul	820	1,395	2,120	3,370	6,370
New - Aug	745	1,250	1,829	2,870	5,370
New - Sep	670	1,104	1,537	2,370	4,370
New - Oct	595	958	1,245	1,870	3,370
New - Nov	520	812	954	1,370	2,370
New - Dec	445	666	662	870	1,370
Renewal	1,200	2,200	3,800	6,300	12,300
Cancellation	1,200	2,200	3,800	6,300	12,300

Table 16.1 Other Postal Services Fees

Other Postal Services	
Service Description	Fee (AED)
P O Box Company Name Change	250
P O Box Lock Change	300
P O Box Lost Key	300
PO. Box. Cancellation	600
POM01-PO-BOX-Mailbag	1,000
Empost Rep. Card (if requested)	300
PO. Box Fines	AED 600 for the first month; and thereafter increases by AED 10 per month

6 Payment Options

All service transactions are processed subject to pre-payment. The DHCA Portal (MASAAR) has the e-Wallet facility. The following mode of payments are accepted for topping-up the e-Wallet.

1.3 Cash

1.4 Online

1.5 Banker's Cheque

1.6 Wire transfers (All the bank charges are borne by the applicant).

Table 17. DHCR Account Details

DHCR Account Details	
Account Name:	Dubai Healthcare City Authority
Bank Name:	Dubai Islamic Bank
Bank Address:	Al Shola Building, Al Etihad Road, PO Box 1080, Dubai, UAE
Bank Account No:	001-520-0616721-02
IBAN Code:	AE900240001520061672102
Swift Code:	DUIBAEADXXX
Currency:	United Arab Emirates Dirhams

General Notes:

1. Fees and charges are subject to periodic review and change without prior notice.
2. The current fees & charges will be applicable at the time of the particular stage being processed.
3. All fees are payable and non-refundable.