



# لإنجاز المعاملات الحكومية

## AL MARWA GOVERNMENT TRANSACTION



Quality  
is not an end  
but a way of life

Sheikh Mohammed bin Rashid



## Company Profile



الهيئة الاتحادية للهوية والجنسية  
FEDERAL AUTHORITY FOR IDENTITY & CITIZENSHIP  
الإدارة العامة للإقامة وشؤون الأجانب - دبي  
GENERAL DIRECTORATE OF RESIDENCY AND FOREIGNERS AFFAIRS - DUBAI







# INDEX

- 05 Managing Director Message
- 07 Organizational Chart
- 08 Our vision
- 09 Businessmen Services
- 10 Immigration Services
- 11 Tasheel Services
- 12 Dubai Economy & Tourism Services
- 13 Notary Public Services
- 14 Emirates ID & Medical Test Services
- 15 Our Partners
- 17 Al Marwa's Events



Sheikh

Mohammed bin Zayed Al Nahyan



Sheikh

Mohammed Bin Rashid Al Maktoum



“

Quality  
is not an end  
but a way of life

»»»»» Sheikh Mohammed bin Rashid





## Managing Director Message

At Al-Marwa Company, we seek to complete government transactions (Amer & Tasheel) to lead and differentiate in providing various government services under one roof.

Where Al-Marwa relied on its mechanism of work on the fact that customer satisfaction is a priority that is not matched by another priority.

In order to fulfill the requirements of our clients in the best way, our company has employed teams of high caliber and long experience in various specialties.

And so we offer you many services that we have been keen to be more comprehensive to help you understand all the work procedures necessary to complete all your transactions.

From this standpoint, the center's administration and all its employees strive to work according to studied plans and curricula-, and they are followed up first and amendments are made whenever necessary.

**Amal Mortada**

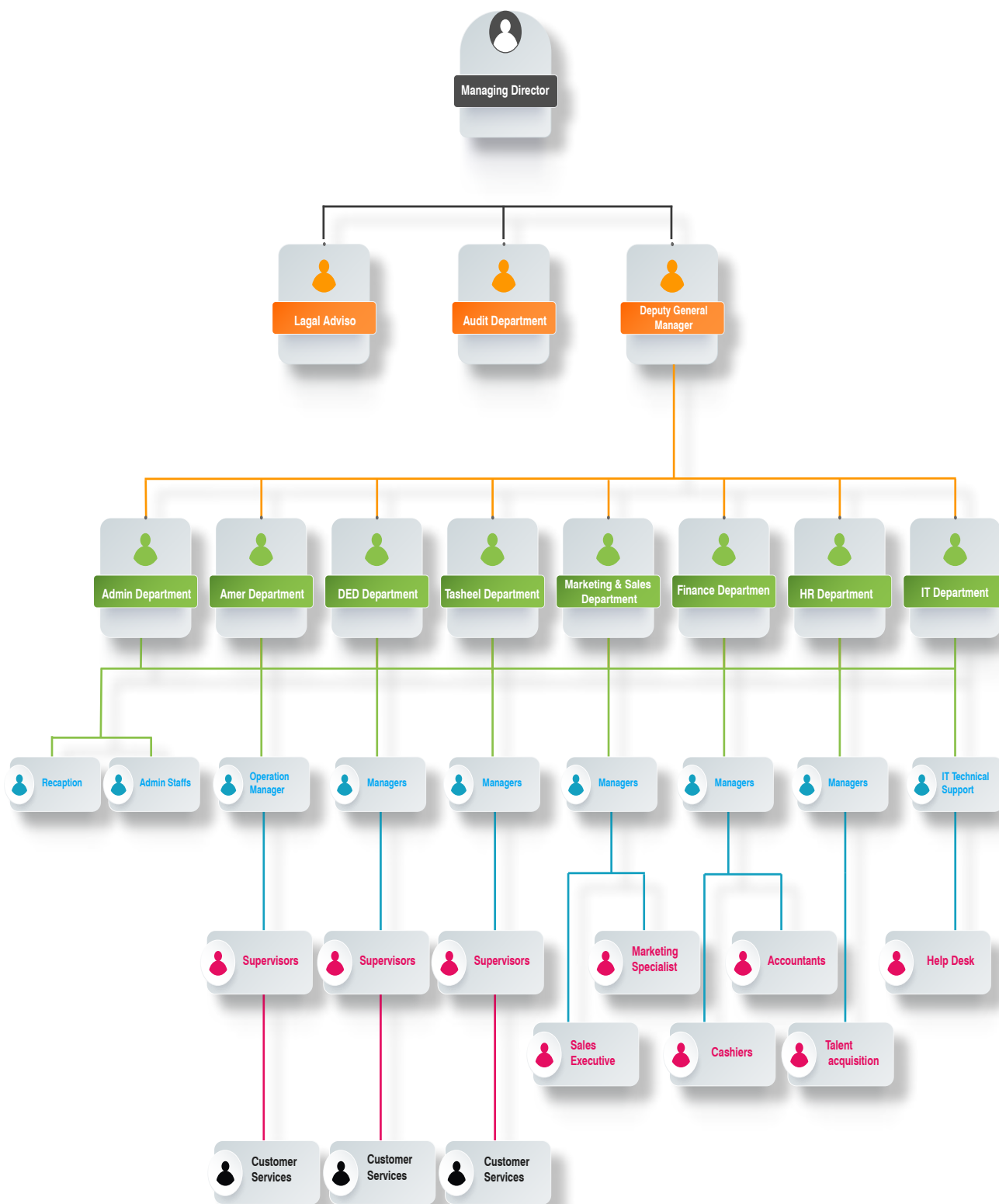
**Managing Director**

**Amal Mortada**  
Managing Director





## Organizational Chart





## Our vision

- To Build a strong relationship with customers and put them on the right business track to be at the top in UAE.



## Our Mission

- We make the difference by providing the highest level of professional services to our clients through our highly dedicated professional staff.



## Our Values



### Customers

- We develop a strong trust and relationship with our customers to make the difference in their lives.

### Quality

- We provide an outstanding services to deliver premium value to our customers .

### Teamwork

- We work together with full dedication and commitment to exceed expectation .

### Integrity

- We sustain the utmost standard of integrity in all our actions .

### Respect

- Our staff is our asset, We value them , Encourage their development and reward performance .

### Personal Accountability

- We are personally accountable for delivering on our commitment .

### A will to win

- We show our own strong will to win in every aspect of our business .





## Businessmen Services

- Immigration Services
- Emirates ID Typing
- Tasheel Services
- Medical Test Services
- Dubai Economy & Tourism Services
- Legal Adviser
- Notary Services
- Providing National sponsor
- Ejari New
- Ejari Renewal
- Translation Services
- Office for Rent
- Bank Inspection
- Labor Inspection
- PRO Services
- Company Formation



## Immigration Services

- Entry Permit for Inside & Outside the Country
- Change of status
- Family Visa
- Golden Visa
- Residence Cancellation inside & Outside
- Family Visit Visa
- Newborn Baby Visa Processing
- Sponsorship Transfer Company & Family
- Visit Visa Extension for On Arrival & GCC Residents
- New/Renewal of Establishment Card
- Travel Report
- Reduce Overstay fines
- Visa stamping
- Sponsor visa





## Tasheel Services

- New Establishment Labor Card
- Update Establishment Information
- New and Renew Labor card application
- Modifying and Deleting Sponsors from Establishment
- National new labor card application
- Sponsorship transfer (express)
- Relative sponsor work permit
- Modify work permit
- Part Time and Temporary Work Permits
- Replacement of work permit
- Nawakas scanning document
- Cancel new labor card application
- Online cancellation
- WPS Exemption and Unblock WPS
- Apply Quota
- Modify Quota



## Dubai Economy & Tourism Services

- All Type of Licenses
- Reserve trade name
- Renewing the Trade name
- Issuance of initial approval
- Issuance of payment authorization
- Dubai Municipality revenue
- Add a partner
- Delete a partner
- Add activity
- Delete an activity
- Commercial permits
- Issuance of initial approval for the branch
- Change of location
- Form Printing
- Update the mobile number / Email



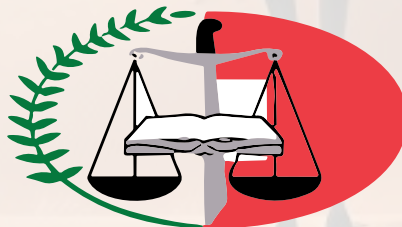
اقتصاد

للاقتصاد والسياحة  
Economy and Tourism



## Notary Public Services

- Attestation of Contact
- Attestation of power of Attorney
- Attestation of Wills
- Attestation of Decisions
- Attestation of Judicial warning
- Attestation of degrees
- Incorporation contracts, annexes, and agent contract
- Local Services
- Attesting legal notices
- Agency certification (Public-Private)
- Ratification of the termination of funding contracts
- Certification of declarations and minutes of meetings
- Certification of the documents relinquishing the cases and notifications
- Ratification of a contract to sell a boat/ship



**محاكم دبي**  
**DUBAI COURTS**



## Emirates ID & Medical Test Services

- Emirates ID for Local
- Emirates ID for GCC
- Emirates ID New, Renewal for 1 Year
- Emirates ID New, Renewal for 2 Years
- Emirates ID New, Renewal for 3 Years
- Emirates ID New, Renewal for 10 Year
- Emirates ID Replacement



الهيئة الاتحادية للهوية والجنسية  
FEDERAL AUTHORITY FOR IDENTITY & CITIZENSHIP  
الإدارة العامة للإقامة وشؤون الأجانب - دبي  
GENERAL DIRECTORATE OF RESIDENCY AND FOREIGNERS AFFAIRS - DUBAI



وزارة الصحة ووقاية المجتمع  
MINISTRY OF HEALTH & PREVENTION

- Medical test from Dubai Health Authority
- Medical test from MOH( Ministry of Health )
- Medical for Companies & Families (Normal – 48 Hours – 24 Hours – VIP)

هيئة الصحة بدبي  
DUBAI HEALTH AUTHORITY

## Our Partners



الهيئة الاتحادية للهوية والجنسية  
FEDERAL AUTHORITY FOR IDENTITY & CITIZENSHIP  
الإدارة العامة للإقامة وشؤون الأجانب - دبي  
GENERAL DIRECTORATE OF RESIDENCY AND FOREIGNERS AFFAIRS - DUBAI



هيئة الصحة بدبي  
DUBAI HEALTH AUTHORITY

بلدية دبي  
DUBAI MUNICIPALITY



**اقتصاد**  
للاقتصاد والسياحة  
Economy and Tourism



**إيجاري**  
EJARI





## CERTIFICATES AND AWARDS

### Occupational Health & Safety Management Systems



### Environmental Management Systems



### Quality Management Systems





## Al Marwa's Events

### National Day & Flag Days



### Omrah Lucky Draw





## Birthdays & Events





لإنجاز المعاملات الحكومية

AL MARWA GOVERNMENT TRANSACTION



Here in  
almarwa  
we are one Family



VISIT our Location



11 Al Ittihad Rd - Al Khabaisi  
Dubai, Dubai, United Arab Emirates



VISIT our website

[www.ameralmarwa.com](http://www.ameralmarwa.com)  
[info@ameralmarwa.com](mailto:info@ameralmarwa.com)



More Info Call Us:

+971042943355  
+9710557373799

Follow Us Now



[ameralmarwaee](https://www.ameralmarwa.com)