


## Authorization Card

-Fill up the company details

- Staff Authorized to sign document  
By License Holder (Manager)

-Staff authorized to collect the  
documents.

- License holder (Manager) signature.  
- Company stamp.



### Certificate of Authorization

- Company Name:.....
- Account No:..... License No:.....
- Location:..... Contact No:.....

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The following members of staff authored to sign documents relating to administration of employees for and on behalf of the company and to visit the Free Zone Administration office as required.

Name	Position	Signature
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The following are authorized to visit the Free Zone Administration office for collection of document and to make enquiries in connection with second employees.

Name	Position	Signature
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Company Stamp: .....

Date: .....

Manager Name:.....  
(Manager on the License)

Manager Signature:.....  
(Manager on the License)

- ❖ All JAFZA companies should submit the Authorization Card with signature of the manager on the license and company stamp.
- ❖ JAFZA residency not required for the Authorize persons on the Authorization Card.
- ❖ If the manager authorize any staff to sign on behalf of him, covering letter should be submitted along with the Authorization Card mentioning their name and the letter, should signed by the manager on the license.
- ❖ If more than three people to be authorized, you can add their name between the lines within, maximum 5 persons.
- ❖ Fee for Authorization Card (New or Amendment AED 50/-).