

Dubai SME Services

Dubai SME

Launch Your Business

- Request for License Fee Exemption
- Request for Intelqa License
- Request for Project Incubation
- Request for Certifying Business Incubators and Accelerators

Promote Your Business

- Request for Membership in the Government Procurement Programme
- Request for Registration at Events/Exhibitions

3

4

5

6

7

8

9

9

Fund Your Business

- Request for Consultation on Funding
- Request for Seed Capital Loan
- Request for Credit Loan
- Request for Loan on Invoices and Local Purchase Orders (LPO)
- Request for Granting Collateral for Crowdfunding
- Request for Expansion Loan
- Request for Term Finance Loan
- Request for Asset Funding Loan

Boost Your Business Knowledge

- Request for Registration in Entrepreneurship Training Programme
- Request for Entrepreneurship Consultation
- Request for Counseling for Entrepreneurs

Invest in Dubai

More Information

10

11

11

11

11

11

12

12

12

13

14

15

15

16

17

A wide-angle photograph of the Dubai skyline at dusk. The Burj Khalifa is the central focus, its spire reaching into a sky with soft, pinkish-orange clouds. Other skyscrapers like the Burj Dubai and various modern architectural structures are visible in the background. In the foreground, there's a view of a city park with a winding path and some lower-rise buildings.

Launch Your Business

Request for License Fee Exemption

Exemption for entrepreneurs from special fees related to the project and reduced fee for license renewal.



Requirements

- Copy of National ID card
- Copy of passport or original decree (for non-abstract holders), addressed to the DET

Beneficiary

- UAE Nationals
- GCC Nationals (UAE residents)

Service Channel

Dubai SME e-mail: info@sme.ae

Expected Service Completion Time

One working day

Fees

- AED 1,000 administrative fee every year, for the first three years
- AED 2,000 administrative fee every year for the 4th and 5th years

N.B. Exemption applies only to issuance/ renewal of licenses from the Department of Economy and Tourism and other local authorities only. Not applicable to fees of federal government or private entities.

Request for Intelaq License

Intelaq is a license issued to UAE or GCC national(s) residing in Dubai, to run a business from home, for a minimal annual fee.



Requirements

- Location of the house/ residence should be in the Emirate of Dubai
- The enterprise shall be 100% owned and managed by UAE or GCC national(s)
- The applicant shall not have more than five trade licenses (including licenses that he/she fully or partially owns or manages)

Beneficiary

- UAE Nationals
- GCC Nationals (UAE residents)

Service Channel

Dubai SME e-mail: info@sme.ae

Expected Service Completion Time

One working day

Fees

A fee of AED 1,050 will be charged at the time of issuance (Federal government fees or other guarantees applicable not included)

Request for Project Incubation

Services include:

- Membership packages designed to meet the needs of members, including students, inventors, people of determination and owners of entrepreneurial projects.
- Workspaces ranging from virtual offices and flexible offices to closed furnished offices, in addition to common facilities and benefits, such as meeting rooms, internet, etc.
- Free consultations and assistance from HI2 (Hamdan Innovation Incubator) on developing prototypes and protecting intellectual property.



Requirements

- Project idea, completed business plan, product design or ready business model canvas
- Copy of passport
- National ID card
- Proof of relevant academic qualification and experience

Beneficiary

UAE & GCC national(s)

Service Channel

Dubai SME e-mail: info@sme.ae

Expected Service Completion Time

4 working days

Fees

The following packages are available:

- Free annual membership for UAE/GCC National students, inventors and people of determination
- Virtual office packages starting from AED 1,000 to AED 10,000 annually
- Private office package, for AED 17,000 to AED 53,000 annually, depending on the size of the space rented

To find out more about the packages, visit:

<https://hi2.ae/hi2-packages/?lang=ar>



Request for Certifying Business Incubators and Accelerators

Certifying business incubators and accelerators in Dubai is intended to provide an opportunity to expand investments in varied entrepreneurial platforms, such as, business incubators, accelerators and co-working spaces. The service seeks to ensure necessary guidance and follow-up to small and medium enterprises, organise the work of business incubators and accelerators in Dubai, as well as provide the ideal environment for owners of emerging and creative projects to conduct business.



Requirements

- Integrated feasibility study for the business incubator, including the type of incubator, objectives, services provided, packages, work team, partners, etc.
- Incubator operating plan
- Copy of the applicant's passport, trade license or decree establishing the entity
- Location sketch showing a rented area of at least 1,500 square-foot
- Notarised and certified lease contract for space rented (for issuing lease contracts and trade licenses for companies registered in the incubator. Applicable even if the signatories are affiliated with the same entity seeking to establish the incubator).

Beneficiary

- Establishments in the government and private sectors
- Educational Institutions

Service Channel

Dubai SME e-mail: info@sme.ae

Expected Service Completion Time

9 working days

Fees

AED 5,000 activity fee annually to Dubai SME, in addition to license fee

A blurred background image of a business meeting. In the foreground, a person's hands are visible; one hand is holding a silver pen, and the other is typing on a laptop keyboard. The scene is dimly lit, with a blue and white color palette. A white rectangular frame is superimposed over the image, enclosing the text.

**Promote
Your Business**

Request for Membership in the Government Procurement Programme

An enabling and marketing service that develops and qualifies small and medium enterprises to meet the procurement needs of the government, semi-government and private entities through the e-supply platform system (E-supply), or through the relevant procurement systems of supporting entities.

Requirements

- Copy of passport
- Copy of the trade licence
- Signature Authorization Letter from the bank
- Audited financial report (for enterprises whose incorporation exceeds five years)

Beneficiary

All SME national enterprises in the Emirate of Dubai

Service Channel

www.sme.ae

Expected Service Completion Time

3 working days

Fees

Free Service

Request for Registration at Events / Exhibitions

Dubai SME provides entrepreneurs the opportunity to participate in the most prominent exhibitions and events at competitive prices, and sell, display and market their products or services directly.

Requirements

- Copy of passport
- Copy of the trade licence
- Company profile
- Company logo
- List of products and prices (for F&B projects)

Beneficiary

UAE/GCC national(s)

Service Channel

www.sme.ae

Fees

Free service

Expected Service Completion Time

- 60 working days for big events
- 40 working days for medium events
- 20 working days for small events

A close-up photograph of a hand dropping a coin into a stack of coins. The hand is positioned at the top right, with the index finger and thumb holding a coin. The coin is falling towards a stack of many coins at the bottom center. The background is blurred, showing some papers and a dark surface. The text "Fund Your Business" is overlaid on the right side of the image.

**Fund
Your Business**

Funding Services

Provided by Mohammed Bin Rashid
Fund for SMEs

Request for Consultation on Funding

The service includes financial evaluation, cash flow, business plan, and the financial performance of the implemented or planned projects. The strengths and opportunities for improvement are analysed, along with the mechanism for its optimal implementation.

Request for Seed Capital Loan

Interest-free financing of up to one million dirhams, for a period not exceeding five years (not including the grace period of up to 24 months). Payments are made monthly through soft and fixed premiums. The service is a financing solution for new companies, to cover the costs of establishing the project.

Request for Credit Loan

Entrepreneurs can obtain high-value credit loans of 1-3 million dirhams through bank guarantee from one of Dubai SME's banks and financial institution partners. Low interests, in addition to a grace period for repayment, to enable Dubai SME members to cover costs and generate profits.

Request for Loan on Invoices and Local Purchase Orders (LPO)

Interest-free financing on invoices and purchase orders, aimed to help businesses maintain liquidity. Financing covers value of the invoice or purchase order until the receipt of the goods or service, with an interest-free installment payment option.

Request for Granting Collateral for Crowdfunding

The service of providing loans to small and medium-sized enterprises through the Fund's credit guarantee to national enterprises in partnership with the "Beehive" platform, where the partner offers a new and innovative method of financing through the crowdfunding mechanism, and the loan is made available no later than one month from the date of submission, allowing the applicant to make payments in monthly soft payments of up to three years.

Funding Services (cont.)

Provided by Mohammed Bin Rashid
Fund for SMEs

Request for Expansion Loan

It is a loan designed to encourage and motivate entrepreneurs to grow/expand in companies/sectors (related to F&B activity only) which they see potential for growth and satisfactory returns in the long term.

Request for Term Finance Loan

It is a loan offered to entrepreneurs who are facing difficulties in meeting the payments of their expenses when they are due. It is an interest-free product in which the Mohammed Bin Rashid Fund covers the company's expenses and is reimbursed by the entrepreneur in the form of monthly payments.

Request for Asset Funding Loan

Asset Funding Loan provided by Dubai SME is an interest-free product in which the Mohammed Bin Rashid Fund covers a maximum of 80% of the value of assets and is reimbursed by the entrepreneur in monthly installments.

Service Channel

Mohammed Bin Rashid Fund for SME Website:
www.thefund.ae

Fees

Free Services



**Boost Your
Business Knowledge**

Request for Registration in Entrepreneurship Training Programme

Dubai Entrepreneurship Academy, the educational arm of Dubai SME, provides training programmes in the field of entrepreneurship with the aim of developing the professional capabilities and competencies of entrepreneurs.



Requirements

Register on the Academy's website (<http://www.dea.ae>), create a personal profile, and provide the initial data for the applicant

Beneficiary

Dubai SME clients of all categories and nationalities

Service Channel

Dubai Entrepreneurship Academy Website:
<http://www.dea.ae/>

Programme Duration

Training programmes are offered as per the dates specified in the training plan listed on the website

Fees

Fees depend on the programmes offered



Request for Entrepreneurship Consultation

An information service provided to applicants according to their individual needs in the field of entrepreneurship by experts in Dubai SME.



Requirements

National ID card or Passport

Beneficiary

All Dubai SME members, UAE citizens and GCC citizens

Service Channel

Dubai Entrepreneurship Academy Website:
<http://www.dea.ae/>

Expected Service Completion Time

60 Minutes

Fees

General initial consultation provided free of charge.
Specialist advice chargeable value of service as may be specified

Request for Counseling for Entrepreneurs

Providing the valued information for entrepreneurs regarding Dubai SME services, government procedures, and the customer journey that related to start up and how to access into the local market.



Requirements

- ID card
- Contact number

Beneficiary

All Customers

Service Channel

Service Centre

Expected Service Completion Time

10 minutes

Fees

Free Service



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invest.dubai.ae



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For More Information:



@DubaiSME



www.sme.ae