

## FIT-OUT PERMIT REQUEST

<b>Tenant Name</b>		<b>Building Name</b>	
<b>Plot Number</b>		<b>Floor Number</b>	
<b>Contractor Name</b>		<b>Unit Number</b>	
<b>Unit Area (in Sq.ft)</b>			
<b>Submittal Type (Tick Appropriate Box)</b>	<input type="checkbox"/> New <input type="checkbox"/> Renewal (3 months)		
<b>Submission Details (Tick Appropriate Box)</b>	<input type="checkbox"/> Initial Submission <input type="checkbox"/> Re-Submission		
<b>Unit Type (Tick Appropriate Box)</b>	<div style="display: flex; flex-wrap: wrap;"> <div style="width: 50%;"><input type="checkbox"/> Office</div> <div style="width: 50%;"><input type="checkbox"/> Restaurant/Supermarket/Cafe</div> <div style="width: 50%;"><input type="checkbox"/> Medical Lab</div> <div style="width: 50%;"><input type="checkbox"/> Non-Medical Lab</div> <div style="width: 50%;"><input type="checkbox"/> Optical Store/Pharmacy</div> <div style="width: 50%;"><input type="checkbox"/> Saloon/Health Club/Gym/ Nursery</div> <div style="width: 50%;"><input type="checkbox"/> Warehouse</div> <div style="width: 50%;"><input type="checkbox"/> Factory</div> <div style="width: 50%;"><input type="checkbox"/> Others, please specify:</div> </div>		
<b>Description of Fit-out Work</b>			

### DOCUMENTS REQUIRED

#### New Permit

1. Contractor Appointment by Tenant
2. Copy of EJARI
3. NOC from Building Owner
4. NOC from relevant Authorities (if Applicable - as per the NOC Matrix)
5. Approved stamped drawings and proposed drawings (as per Circular no. 400)

#### Permit Renewal

Not Applicable

**Note:** Dubai Civil Defence Completion Certificate and Tenant License for the unit should be obtained before applying for completion.

#### Terms and Conditions:

- I hereby confirm that the scope of work for this project does not contain structural changes (i.e adding mezzanine floor, Adding staircase) , change in the space use, change in existing GFA or parking.
- I hereby certify that the information, data and documents provided with this application are true, genuine and correct to the best of my knowledge. In case of default/failure to comply with any of the aforesaid conditions or the documents submitted by us is found false/forged, our application will be rejected forfeiting any applicable fees paid.
- I hereby confirm that the building obtained completion certificate

### REQUESTER DETAILS

<b>NAME</b>		<b>DATE &amp; SIGNATURE</b>	
<b>MOBILE</b>		<b>STAMP</b>	
<b>EMAIL</b>			

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