

# NOC APPLICATION FORM

## DEVELOPMENT INFORMATION

Master Community Name:

Development Name:

Unit #:

## NOC INFORMATION

Type of NOC Application: ☐ Property Transfer

## APPLICANT DETAILS | ☐ OWNER / OWNER'S POWER OF ATTORNEY

Name:

Sale Price:

Owner's Name (If different from Applicant):

Mobile #:

Address:

Email Address:

New Buyer's Name:

Mobile #:

Address:

Email Address:

Current Owner's Signature:

New Buyer's Signature:

Date:

## REQUIRED DOCUMENTS

### For Property Transfer

☐ Urgent – Fees AED 2,500/- cash + VAT.

(2 working days)

☐ Normal – Fees AED 500/- + VAT. (20 working Days)

☐ Title Deed ☐ Buyers & Sellers Passport Copy ☐ Buyers & Sellers EID Copy

☐ Copy of Sale Agreement

☐ Deposit Check from New Buyer AED 5,000

☐ NOC from Owners Association showing no outstanding Service Charge

☐ Undertaking from the New Buyer

☐ New Buyer signs rules of HOA

☐ For WPL/ WPHL owned properties – Fees AED 1000/- + VAT. (20 working Days)

☐ Buyers Passport Copy

☐ Deposit Check from New Buyer AED 5,000

☐ Undertaking from the New Buyer

☐ Signed rules of HOA

### In case of Power of Attorney

☐ Power of Attorney attested by Dubai Courts ☐ Passport Copy ☐ Legal English Translated POA

### In case of Company Ownership

☐ Copy of Trade License ☐ Authorized Signatory's Passport & EID Copy ☐ Incumbency Certificate

**APPLICATIONS WILL NOT BE PROCESSED WITHOUT PAYMENT OF FEES. ALL FEES ARE NON-REFUNDABLE.**

## INTERNAL USE ONLY

Document Received by:

Signature:

Date:

☐ Payment Received ☐ Checked Documents ☐ Verified Original Title Deed ☐ Notified PAM ☐ Updated customer info sheet

## ACCOUNTS/FINANCE SECTION

☐ Unit Account Checked ☐ Customer Account Checked

Comments:

## PROJECT MANAGEMENT

☐ Approved

☐ Approved as Noted

☐ Re-Submit

☐ Rejected

Comments:

## MANAGING DIRECTOR

☐ APPROVED ☐ REJECTED ☐ RE-SUBMIT

See attached letter with Ref#

Reviewed by:

Signature:

Date:

## **PROPERTY TRANSFER REQUIREMENTS CONTENTS**

- Documents to be signed by the New Buyer
  - Undertaking Letter from the New Buyer
  - HOA Rules

**\* DEWA Deposit Check will be returned on verification of the New Title Deed and DEWA transfer receipt.**

**\* Should any document be submitted in any language apart from English, a legal translation fee of AED 150/- + VAT per page will be applicable.**