

QUICK GUIDE: REGISTRATION CORPORATE SERVICES

Entities at ADGM can now request for Registration related Corporate Services (previously known as Administrative Services) through the Online Registry Solution. This quick guide provides an overview on the services available, and how to access these services.

AVAILABLE ADMINISTRATIVE SERVICES

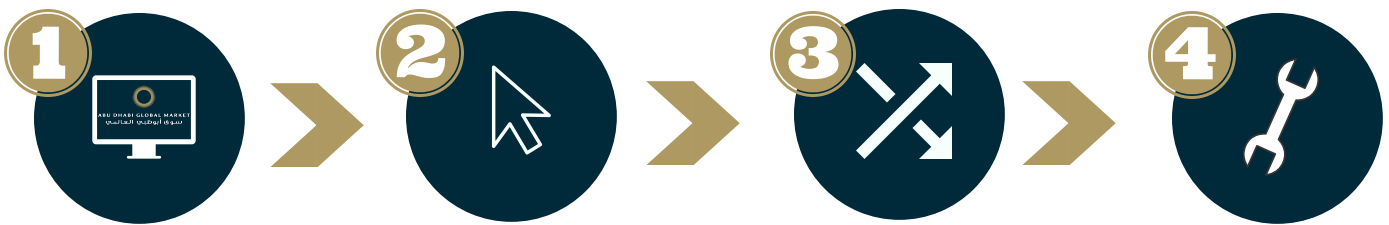
The following Administrative Services are now digitally available for registered entities of ADGM:

- Certificate of Good Standing
- Certificate of Incumbency
- Zero Tax Certificate
- Certified True Copy
- Under Formation Certificate
- Witnessing Signature
- Ad Hoc Certificate

These services are also available for entities not yet registered in ADGM.



HOW TO ACCESS THE SERVICES



1 Logon to the Online Registry Solution at www.registration.adgm.com

2 On the dashboard navigate to **Online Services.**

3 **Select Company or Partnership** depending on your entity type.

4 **Navigate to the tools section** of the menu and then select corporate services.

FEES AND PAYMENT

- All Corporate Services have a fee of \$100 USD.
- The most efficient option for payment is to pay online using a credit card.
- Currently the portal accepts both visa and mastercard.
- For additional payment options available please visit the Registration Authority FAQs page at www.adgm.com.



COLLECTING YOUR DOCUMENTS

Once you have submitted your application and made payment, you will receive a notification to your email address. Where applicable, you will also receive a soft copy of the documentation requested.

On the email notification you will find a link to our booking tool which allows you to book a time and date to pick up the requested documents or to have an appointment with the team.



FURTHER INFORMATION

Further information about the online services can be found on the ADGM website including detailed information about the application processes, guidance notes and the regulations.



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