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## Application for Re-Registration of Hawala Provider

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## Part I: Applicant details and background information

(a) Institution Name

(b) Legal form

(c) Proposed place of incorporation (Emirate of the Office)

(d) Authorized Signatory's contact details.

(i) Full Name

(ii) Telephone Number

(iii) Nationality

(iv) Email Address

(v) Age

(vi) Address

(vii) Occupation

(viii) UAE ID Card Number



## Part II: Any other information

(a) Provide any further information that you believe will be beneficial in supporting the application.

## Part III: Application declaration

I declare that:

- The information provided is true, accurate and complete
- I understand the criminal or civil penalties that may be applicable should I have provided any false or misleading information, or failed to supply information
- I will keep the CBUAE informed should there be any material changes to the information provided above

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Name

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Signature

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Date



مصرف الإمارات العربية المتحدة المركزي  
CENTRAL BANK OF THE U.A.E.

## Part IV: Application submission

Completed application along with all the required supporting documents should be submitted to the following email address:

[Hawala@cbuae.gov.ae](mailto:Hawala@cbuae.gov.ae)



## Appendix – Checklist of supporting documents

<b>Required documents</b>	
<i>Select the documents submitted with this form. If the required document is not applicable, please clearly indicate by marking 'N/A'.</i>	
<b>Prior to in-principle confirmation</b>	
(a) A formal application letter signed by authorized signatory, including the reasons for applying.	
(b) Duly completed Application Form (signed, stamped and dated)	
(c) Undertaking Page on the company's Letterhead (signed, stamped and dated)	
(d) Credit report/ Bank reference of applicant to be provided to the Central Bank from each bank he/she is dealing with during the past seven (7) years. The bank reference should include a paragraph about the cheques and whether the applicant has issued cheques that were bounced due to insufficient funds in his/her accounts during that specified period.	
(e) Written acknowledgment that the applicant is not bankrupt.	
(f) Written acknowledgment provided by the applicant, which confirms that he/she has never obtained any financial facility in the UAE, which caused any financial losses to the bank, or financial institution, which provided the facility.	
(g) Undertaking from the applicant not to be committed to contracts that leads to financial obligations, prior to receiving the in-principal approval from the Central Bank to carry out Hawala Activity.	
(h) Copy of the commercial registration.	
(i) Copy of the tenancy agreement and the address of premises to carry out the business of Hawala Activity.	
(j) Copy of the notarized Memorandum and Articles of Association. (If applicable)	
(k) Bank account details for the account designated for the transactions settlement.	
(l) Copy of the applicant valid EID card, passport, visa, degree and CV.	



(m) Applicant valid Police clearance certificate.	
(n) Applicant personal photograph.	
(o) Duly completed Introduction Form.	
(p) No objection letter from the shareholder, copy of all the shareholders EIDs and their contact details (phone number and email address).	
<b>Post in-principle confirmation</b>	
(a) A copy of the required approvals from the Department of Economic Development to reflect the Hawala activity.	
(b) Applicant should connect to the Central bank Reporting systems.	
(c) Applicant should connect to the police Surveillance systems.	
(d) Undertaking from the applicant that he/she is committed to fulfill any obligations that may arise to third parties and any operations the Hawala Activity will undertake in the future.	
(e) Undertaking from the applicant that he/ she will be in contact with the Central Bank, and will inform the Central Bank of any changes in address or place of residence.	
(f) The Central Bank may request whatever requirements and may include whatever terms and conditions it deems appropriate.	