

The requirements to establish foreign services Company

1. Shareholder resolution to invest in the Kingdom of Saudi Arabia stating the shareholder's names, Capital, shares percentage of each shareholder (Stock or Cash) location (For Example Al Khobar), activities of company and appointing General Manager authenticated from Saudi Embassy and Ministry of Foreign Affairs at the Investor Country.
 2. Copy of Commercial Registration Certificate (CR) of the company authenticated from the Saudi Embassy and Ministry of Foreign Affairs at the investor country.
 3. Copy of the Articles of Association of the company authenticated from the Saudi embassy and Ministry of Foreign Affairs at the investor Country.
 4. The financial statements for the last fiscal year of the company duly authenticated from Ministry of Foreign affairs and Saudi Embassy at the investor's country.
 5. Passport copy of the appointed General Manager in the new company.
 6. Passport copy of the General Manager in the parent company.
 7. Acceptance of the relevant government aspect if the company activity requires such acceptance.
 8. Proposed company names to register the tradename in the Ministry of Commerce and Investment
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9. Power of attorney for our office issued from the Notary Public and duly authenticated from the Ministry of Foreign affairs and Saudi Embassy at the applicant country.

Above all documents should be in Arabic or translated to Arabic language through accredited translation office

The required documents from the Saudi Shareholder:

If he is an Individual:

- a. Clear copy of his national ID.
- b. Power of attorney for our Law firm

If it is a Company:

- a. Copy of Articles of Association and its amendments "if any"
- b. Copy of the Commercial Registration Certificate
- c. Power of Attorney for our Law firm

(SAGIA reserves the right to ask or require any additional documents or further information at any stage of processing the investment license application)

The Official Fees

01	Document authentication fee of Foreign Affairs in Saudi Arabia	SR.30
02	Approx. cost of document translation per page from English to Arabic Only	SR.60
03	Investment license fee	SR.10000
04	SAGIA service fee for the first year to be paid upon approval of investment license application	SR.10000
05	Approx. cost of publishing the brief of AoA in the Ministry of Commerce and Investment (Excluding VAT 5%)	SR.1500
06	Fees for Commercial Registration (CR) Certificate for 5 years (Excluding VAT 5%)	SR.6000
07	Chamber of Commerce subscription fee for 5 years in the 2 nd Degree (Excluding VAT 5%)	SR.10500