



## AMENDMENT OF LEASE REQUIREMENTS

The Tenant is required to fulfill the following documents in order to process the Amendment of Land Lease No Objection Letter:

➤ **From DIP Existing Tenant:**

- Submission of an original letter of Intent from **DIP Tenant** stating their intention to amend the lease to the **Prospective party** signed by all Partners / Shareholders or to provide the Board of Resolution attested by Notary Public. ( Please coordinate with Ms. for the standard format draft)
- Trade License and List of Partners copy.
- Passport, Visa and UAE ID copies for Partners/ Shareholders listed under the same License.
- Memorandum of Association and all Amendments.
- NOC from EMICOOL (**for Showrooms, Residential, Offices & Labor Accommodation activity in DIP**).
- An original letter from the bank clearing the Assignment of Lease (**if the Tenant does have an existing Assignment of Lease with the Bank**)
- Title Deed copy is required. (Compulsory by DLD)

➤ **From Prospective Party:**

- Submission of an original letter of intent from the **Prospective party** stating their intention to purchase (copy of power of attorney for the signatory). (Please coordinate with Ms. for the standard format draft)
- Trade License and List of Partners copy.
- Passport, Visa and UAE ID copies for Partners/ Shareholders listed under the same License.
- Memorandum of Association and all Amendments.
- Copy of Sale Agreement / MOU between the **Prospective party** and **DIP Tenant**.
- Contact Information Update form, to be completed by the **Prospective party** & sent back to DIP. (**All mobile phone numbers for each & every partner / Shareholder listed under the same license**)

Please coordinate for further information required with / handover the documents required to:

**Mais Hassouna** | Sr. Tenant Relations Executive  
D: 04-8122133 | F: 04-8122122 | E: [mais@dipark.com](mailto:mais@dipark.com)