

**Ministerial Resolution No. (22) of 1981 on the  
Executive Regulations of Law No. (18) of 1981  
regarding Commercial Agencies**

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The Minister of Economy and Trade, having reviewed:

Federal Law No. (1) of 1972 regarding defining the Jurisdiction of Ministries and capacities of Ministers and the Laws amending thereof,  
Federal Law No. (18) of 1981 regarding commercial Agencies, has decided:

**Article 1**

Within the Department of Internal Trade in the ministry of Economy and Trade, a special register shall be created to be called “the Register of Commercial Agencies” in which shall be entered the names of commercial agents who are engaged in the business of commercial agency in the state either on an individual basis or as companies.

In the said register shall be entered all the details provided for in this Regulation and any changes or amendments made thereto shall be recorded therein.

**Article 2**

Applications for registration, endorsement or deletion shall be made in triplicate individually for each commercial agency on the form designated for each commercial agency on the form designated for such purpose and shall be signed by the person concerned.

The information shall be written in clear, well-spaced handwriting and without erasures and the applicant shall sign any addition or correction made thereto in the margin.

Application for registration, endorsement or deletion shall be in accordance with the sample forms attached to this Regulation.

**Article 3**

Applications for registration, endorsement or deletion shall be submitted to the office of the Ministry of Economy and Trade in whose jurisdiction lies the agent’s

area of activity and, if the agent conducts his activity in more than one Emirate, application shall be submitted to the office of the Ministry concerned with the Emirate where his main center of business is located.

The offices of the Ministry in the Emirates shall verify the identity and capacity of the applicant and the person concerned may authorize others on his behalf to submit the application in accordance with a power of attorney, a copy of which shall be lodged with the relevant office. If the power of attorney is customary practice, it shall be accompanied by a certification of the signature by the competent, authorities.

#### **Article 4**

The application of a registration, endorsement or deletion shall be accompanied by documents supporting the veracity of the particulars contained therein.

The following documents shall accompany an application for entry:

- (1) A summary of the entry or the essence, together with a copy thereof if the agent is an individual businessman.
- (2) The company's Memorandum of Association and Articles of Association certified by the competent official authorities together with an official copy of each of them and an official copy of each of them and an official certificate stating that all the partners of the company hold UAE nationality in the case when the agent is a commercial company.
- (3) The trade license and certificate of registration in the Commercial Register together with a copy of each of them.
- (4) The agency's contract certified by the competent authorities and a copy thereof.

The original of the document shall be returned to the person concerned after it has been examined and compared with the copy accompanying the application for registration.

#### **Article 5**

The applications submitted shall be entered in the incoming ledger after payment of prescribed fees and shall be numbered serially in date order of entry. The numbering shall commence from 1 January of each year and each application shall be endorsed with the consecutive number and date of entry. The person presenting it shall be handed a receipt with the name of the applicant, the date of submission of the application together with its subject matter and documents accompanying it.

## **Article 6**

The Department of Internal Trade shall examine applications for registration, endorsement or deletion and, in the event of the application being refused, it shall notify, with acknowledgement of receipt, the person concerned by registered letter of the reasons used as a basis for rejecting the application.

Any person whose application has been rejected may appeal against the refusal decision 560 the Federal Court of first instance within sixty days of being informed that his application has been rejected.

## **Article 7**

Applications which are accepted shall be entered in the Register of Commercial Agents in entry order. The registration shall be made by entering the details of the applications in the sections designated for them in the register and the registration shall be made by consecutive numbers and on a continuing basis.

The person concerned shall be given a certificate stating that the agency has been entered in the register together with a copy of the application endorsed that the registration endorsement or deletion has been made.

## **Article 8**

In the event of details being recorded which could alter or amend the particulars entered in the register, such particulars shall be struck out in red ink and the new particulars shall be entered in the same section. Reference shall be made in the margin of the register to the date of the endorsement and the document in support thereof.

## **Article 9**

The deletion of the entry shall be made by putting a cross in red ink through the particulars which are to be deleted in the register and reference shall be made in the margin of the register to the date of the deletion and reason therefor.

## **Article 10**

The following details to be entered in the Register of Commercial Agents shall be published in the official Gazette:

- (1) The name of the agent and the principal together with their nationalities and addresses.
- (2) The date of registration of the agency and the registration number.
- (3) The property, commodities and services which are the subject of the agency.
- (4) The trade name of the property. Commodities and service which are the subject of the agency.
- (5) The agent's area of activity.
- (6) The term of the agency.

Also to be published in the official Gazette shall be any amendment made to the particulars entered in the register as provided for in the preceding paragraph and any deletion carried out to the entry in the register.

### **Article 11**

Municipal Offices, customs, the Federation of chambers of Commerce and Industry in the UAE shall be notified of the particulars referred to in the preceding Articles and any amendment or deletion made thereto within thirty days of the date of the registration, amendment or deletion.

### **Article 12**

Any person concerned may after payment of the fees laid down obtain from the department of internal Trade an extract of the registration page or a certificate that the registration has not been made.

### **Article 13**

Every commercial agency shall have a separate page in the Register of Commercial Agents and the register shall be in the form of a schedule in accordance with the sample attached to this Regulation. The pages of the Register shall be numbered in sequence and bear the stamp of the Ministry.

### **Article 14**

The Department of Internal Trade shall keep indexes for:

- (1) The names of agents.
- (2) The names of principals.
- (3) The types of goods.
- (4) The trade name of the product.

### **Article 15**

Commercial agents who are in operation at the time when the Commercial Agencies Law comes into force shall be obliged to apply to be entered in the Register of Commercial Agents within six months of the date of application of the Law.

The Department of Internal Trade shall send a letter registered with acknowledgment of receipt to those persons who have failed to fulfill the conditions laid down in the Law that they must change their circumstances in accordance with the provisions of the Law within one year of the date of application thereof.

If the commercial agency does not fulfill the conditions laid down for it within the stipulated period in the preceding paragraph it shall be considered to have been terminated by force of Law and the Department of International Trade shall delete the entry of the agency from the register.

### **Article 16**

A fee of one hundred dirhams shall be made for every application for registration in the Register of Commercial Agents and a fee of fifty dirhams shall be made for every application for an endorsement or amendment or an official extract from the registration page or a non-registration certificate.

Deletion procedures shall be exempt from any fees.

### **Article 17**

This Regulation shall be published in the official Gazette and shall be applied from the date when Commercial Agencies Law No. (18) of 1981 comes into force.

**Hamdan Bin Rashid Al Maktoum**  
**Acting Minister of Economy and Trade**

Issued on: 11 Muharram 1402  
8 November 1981

Form No. (1)  
(Commercial Agents)

**APPLICATION TO REGISTER A COMMERCIAL AGENCY**

(1) Name of Principal :  
Nationality :  
Address :

(2) Name of agent :  
Nationality :  
Address :

(3) In the event of the agent being a Commercial company, the following to be stated:

Type of Company :  
Address of main  
Office :  
Amount of capital :

(4) Particulars of commodities, property and services which are the subject of the agency: .....

.....  
.....

(5) Trade name of the commodities and property: .....  
.....

(6) The commencement date of the agency's contract: .....

(7) The expiry date of the agency's contract: .....

(8) Agent's area of activity: .....  
.....

(9) Addresses of branch offices of the agency if the agent's area of activity includes more than the Emirate: .....  
.....

I, the undersigned, confirm that the information contained in this application and the accompanying documents are correct and are my responsibility.

Signature of Agent

Date: / / 19

Form No. (2)  
(Commercial  
Agents)

**APPLICATION FOR ENDORSEMENT IN THE REGISTER OF  
COMMERCIAL AGENTS**

- (1) Registration number in the Register of commercial Agents : .....
- (2) Date of registration : .....
- (3) Name of Principal : .....
- (4) Name of agent : .....
- (5) Particulars to be endorsed : .....  
.....  
.....  
.....

I, the undersigned, confirm that the information contained in this application and the accompanying documents are correct and are my responsibility.

Signature of Agent

Date: / / 19



(For the Ministry's use only)

### Deposit

The application No. .... dated    /        /19 has been deposited  
after payment of the fees laid down amounting to ..... dirhams on  
receipt No. .... dated        /        / 19

The competent Official

(for the Ministry's use only)

### Registration

The particulars on registration page No. .... has been endorsed.

Date                    /                    copy hand to the agent  
Date                    /

Head of the Commercial Agencies Section

Form No. (3)  
(Commercial  
Agents)

### APPLICATION FOR DELETION OF COMMERCIAL AGENTS

- (1) Registration No. in the  
Register of commercial Agents : .....
- (2) Date of registration : .....
- (3) Name of Principal : .....
- (4) Name of agent : .....
- (5) Reason for deleting the agency : .....  
.....  
.....

.....

I, the undersigned, confirm that the information contained in this application and the accompanying documents are correct and are my responsibility.

Signature of Agent

Date: / / 19

(For the Ministry's use only)

### **DEPOSIT**

The application No. .... dated / /19 has been deposited.

The competent Official

(for the Ministry's use only)

### **DELETION**

The Registration of the agency has been deleted from the Register of Commercial Agents on / /19 and a copy thereof has been handed to the applicant on /19.

Recorded on / /19

Head of the Commercial Agencies Section

## CERTIFICATE OF REGISTRATION OF AN AGENCY<sup>n</sup>

Having seen Federal Law No. 18 of 1981 regarding Commercial Agencies issued on 11 August 1981 and having received all information and charges required under the Law and the Executive Regulation thereof, the following registration has been made:

Mr. /Messrs. : .....

Agent in : .....

Of Mr. /Messrs. : .....

His products are supplied  
in the name of : .....

For a period of : .....

Numbered: ..... Dated: .....

Recorded on    /        /19

UNDERSECRETARY OF THE MINISTRY OF ECONOMY

REGISTRATION NO. OF THE AGENCY:  
REGISTRATION DATE:

**'REGISTER OF COMMERCIAL AGENTS'**  
PARTICULARS

COMMENTS

(1) Name of principal: ..... (1/1)  
Nationality: ..... (2/1)  
Address: .....

(2) Name of agent: ..... (1/1)  
Nationality: ..... (2/2)  
Address: ..... (3/2)  
Commercial Register: ..... (1/3/2)  
Registration No: ..... (2/3/2)  
Registration date: ..... (3/3/2)  
Registration authority: ..... (4/2)  
Legal status: (individual trader/  
commercial company): .....

(5/2) If the agent is a commercial company, the  
following shall be stated: .....

(1/5/2) Type of company: .....  
(2/5/2) Amount of capital: .....  
(3/5/2) Address of main office: .....

(3) Details of commodities, property and services which are the  
subject of the agency: .....  
.....  
.....

(4) Trade name of commodities and property: .....

(5) Commencement date of the agency's contract: .....

(6) Termination date of the agency's contract: .....  
.....

(7) Agent's area of activity: .....

- (8) Addresses of the agency's branch offices if the agent's area of activity covers more than one Emirate: .....

**'EXTRACT FROM THE REGISTER OF COMMERCIAL AGENTS'**

REGISTRATION NO. OF THIS AGENCY:  
REGISTRATION DATE:

(1) Name of principal: ..... (1/1)  
Nationality: ..... (2/1)  
Address: .....

(2) Name of agent: .....  
(1/2) Nationality: .....  
(2/2) Address: .....  
(3/2) Registration No. in the Commercial Register: .....  
Registration date: .....  
Registration authority: .....  
(4/2) Legal status: .....

(3) Details of commodities, property and services which are the subject of the agency: .....

(4) Trade name of commodities and property: .....

(5) Commencement date of the agency's contract: .....

(6) Termination date of the agency's contract: .....

(7) Agent's area of authority: .....

Dated / /19

HEAD OF THE COMMERCIAL AGENCIES' SECTION