



SHANAYA

CORPORATE BUSINESS SERVICES



ABOUT US

SHANAYA Business Services is a one-stop corporate service and solution provider to ease your day-to-day business needs in Dubai. SHANAYA undertakes your documents processing from Setting-up a business in Dubai, Visa processing of your staff and family, Human resource resources, Attestation services, translation services and marketing services. SHANAYA has experienced consultants and administration with its best-in-class quality service.





MISSION

"To be the leading partner for entrepreneurs world-wide, fostering a thriving ecosystem where every startup can succeed and contribute to a vibrant economy."

VISION

"To empower aspiring entrepreneurs by providing comprehensive business setup services, expert guidance, and innovative resources, ensuring a smooth and successful launch of their ventures."



OUR SERVICES



DUBAI ECONOMIC

- ▶ New trade license
- ▶ Renew license
- ▶ License Amendment
- ▶ Gold license
- ▶ License liquidation
- ▶ Industrial license



TAD-BEER

- ▶ Entry Permit (House Maid)
- ▶ Entry Permit contract (House Maid)



AMER SERVICES

- ▶ Employee Visa
- ▶ Partner Visa
- ▶ New Born Visa Processing
- ▶ Family Visa
- ▶ Visa Cancellation (Company and Family)
- ▶ Establishment Card New & Renewal
- ▶ Visa Stamping (Company & Family)
- ▶ Status Change
- ▶ PRO Card (New & Renewal)
- ▶ Parent Visa



TAW-JEEH SERVICES

- ▶ Smart E-Signature Card
- ▶ Attending Taw-Jeeh Lecture
- ▶ Update Establishment Information



EMIRATES ID AND MEDICAL SERVICES

- ▶ Emirates ID For Local & GCC
- ▶ Emirates ID Renewal or New / Replacement / Lost
- ▶ Medical DHA / MOH
- ▶ OHC (Occupational Health Card)



TAS-HEEL SERVICES

- ▶ New Company File Opening
- ▶ Modify Company Information
- ▶ New Work Permit / Temporary / Mission Work Permit
- ▶ New Labour card / Renew Labour Card
- ▶ Submission Labour Contract
- ▶ Employee List
- ▶ New Quota Processing
- ▶ Offer Letter



TRANSLATION SERVICES

- ▶ Arabic to English Translation
- ▶ Legal Document Translation
- ▶ Official Translation
- ▶ Certificate Translation
- ▶ Dubai Court Judgment Translation
- ▶ Agreement Typing and Translation



NOTARY SERVICES

- ▶ Power of Attorney
- ▶ Notarize Documents & Contracts
- ▶ Signatures and Documents verification
- ▶ Affidavits and Power of Actorney Typing
- ▶ Memorandum Typing
- ▶ Draw Up the Articles of Association for Dubai Companies



CERTIFICATE ATTESTATION

- ▶ Marriage Certificate
- ▶ Birth Certificate
- ▶ Transfer Certificate
- ▶ Education Power of Attorney
- ▶ Commercial Document
- ▶ Ministry of Justice Attestation



INSURANCE SERVICES

- ▶ Medical Insurance
- ▶ Property Insurance
- ▶ Vehicle Insurance
- ▶ ILOE Insurance



DUBAI CUSTOMS SERVICES

- ▶ No Objection for Customs Broker
- ▶ Business Registration
- ▶ Customs Warehouse License
- ▶ Import Export Code



DUBAI MUNICIPALITY SERVICES

- ▶ Approval for Food Health Certificate
- ▶ Approval for Contracting Company
- ▶ Approval Kitchen in Labour Accommodation
- ▶ Approval for The Club Facilities



GOLDEN VISA SERVICES

- ▶ Investors
- ▶ Doctors
- ▶ Professionals
- ▶ Managers
- ▶ Actors



VAT REGISTRATION

- ▶ GCCTax Filing
- ▶ Accounting and Auditing Services
- ▶ Taxation Services
- ▶ Financial Statements
- ▶ PayrollAssistance Services
- ▶ Accounts Payable
- ▶ Tax Planning & Compliance Strategies
- ▶ Corporate Tax



INTL. BUSINESS ASSISTANCE

- ▶ Saudi Iqama Process from Dubai
- ▶ Saudi Visa Agent Dubai
- ▶ Saudi Visa Provider
- ▶ Saudi Arabia Residence Visa
- ▶ Company Establishment Services in Saudi



**Bin Thani Plaza Building , 32A street Flat no: 217
Shop 34, Naif Deira Dubai - UAE**

 +971 4 557 9367

 +971 56 695 6683

 www.shanayuae.com

 info@shanayuae.com