



INSIGHT BUSINESS SERVICES L.L.C

Office 813, B2B Tower, Marasi Drive, Business Bay Dubai, UAE
Postbox 390154
License № 1087970

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TERMS OF OFFER

Dubai, the UAE

Effective Date: 11 August, 2023
Current version: October 18, 2023

This document constitutes a public offer (the «**Offer**») of the **INSIGHT BUSINESS SERVICES L.L.C**, a company incorporated under the laws of the United Arab Emirates and located at: Office 813, B2B Tower, Marasi Drive, Business Bay Dubai, United Arab Emirates, Register №177689 (the "**Contractor**") addressed to any person or legal entity (the "**Client**") to enter into an agreement for the provision of services on the terms and conditions specified below.

1. DEFINITIONS

- 1.1 The Offer is the document put on web-site <https://in-sight.ae/> including all documents that are an integral part thereof.
- 1.2 The acceptance is actions provided by paragraph 2.3 of the Offer, which implies unconditional acceptance of all terms and conditions stipulated by the Offer and the documents, which are an integral part thereof.
- 1.3 The Agreement - an agreement between the Client and the Contractor concluded by the acceptance of the Offer, the subject matter of which is the provision by the Contractor of the Services provided by Annex 1 to the Offer and specified in the Commercial Proposal sent in accordance with paragraph 2.3 of the Agreement. The signing of the Agreement in the form of a paper document is not provided.
- 1.4 Date of conclusion of the Agreement – date of the Acceptance of the Offer.
- 1.5 The Parties - the Contractor and the Client.
- 1.6 The Contractor - **INSIGHT BUSINESS SERVICES L.L.C**, a company incorporated under the laws of the United Arab Emirates and located at: Office 813, B2B Tower, Marasi Drive, Business Bay Dubai, United Arab Emirates, Register №177689 which is obliged to enter into an Agreement and provide Services in accordance on the terms and conditions of the Offer with any person who carries out the Offer acceptance.



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- 1.7 The Interested person - any natural or legal entity who has sent a request to the Contractor for the provision of a Commercial Proposal in oral or written form (including via e-mail or web messengers).
- 1.8 The Client – a natural person or a legal entity that has accepted the Offer.
- 1.9 The Services - services described in Annex 1 to the Offer, put on web-site <https://in-sight.ae/> and provided by the Contractor to Client under the terms and conditions of the Offer.
- 1.10 A Commercial Proposal - a document sent by the Contractor to an Interested person at his request, containing information about specific types of Services provided by the Contractor in accordance with the Client's request, namely their name and brief description, final cost and deadlines. The direction of the Commercial Proposal means the willingness of the Contractor to conclude the Agreement for the provision of Services specified in the Commercial Proposal, on the terms stipulated by the Offer and the Commercial Proposal.
- 1.11 Invoice - a document containing information about the Contractor and the Interested Person, the name and cost of the Services provided, as well as data for payment of the cost of Services: the Contractor's bank details and/or a payment link for payment using a bank card using Internet acquiring.
- 1.12 Acceptance certificate – a document sent by the Contractor to the Client after the provision of Services and containing information about the Contractor and the Client, the name and a brief description of the Services provided under the Contract.
- 1.13 The Website - a web page on the Internet at the address: <https://in-sight.ae/>, which is the official source of informing Clients about the Contractor and the provided services.
- 1.14 Applicable sanctions - any legislative, regulatory, economic or other prohibitions/restrictions/restrictive measures or other similar mechanisms imposed by the legislation of the country or by a union of countries that restrict relations with certain countries or a natural person or a legal entity.
- 1.15 Confidential information - any information and documentation directly or indirectly affecting the Contractor and the Client received and/or developed by the Parties in the course of fulfilling their obligations under the Agreement.



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2. SUBJECT MATTER OF THIS AGREEMENT

- 2.1 The Contractor shall provide the Services to the Client, and the Client shall accept the Services and pay for them in accordance with the terms specified in the Agreement.
- 2.2 The Contractor shall publish on the Website a list of the Services that may be rendered under the Agreement, the estimated cost and terms of their provision, as well as other essential conditions at its discretion.
- 2.3 When the Interested person makes a request to the Contractor to provide information on the cost, procedure and time of performance of specific Services provided by the Contractor, the Contractor by e-mail or web-messenger forwards to the Interested Person a Commercial Proposal containing such information and the Invoice for Payment.
- 2.4 The final scope and cost of the Services shall be determined by the Contractor and shall be specified in the Commercial Proposal and in the Invoice for payment directed to the Interested person.
- 2.5 The Acceptance of the Offer by the Client shall be affected by full or partial payment of the cost of the Services in accordance with the Invoice for payment under the conditions provided for in paragraphs 3.4 - 3.6 Offers
- 2.6 The Agreement is concluded by joining it as a whole, without any conditions, exceptions, exceptions and reservations.
- 2.7 The Services are provided within the time specified by the Contractor in the Commercial Offer, subject to payment of the cost of Services in accordance with paragraphs 3.4 – 3.6 of the Offer and compliance with paragraph 2.11 of the Offer.
- 2.8 The Contractor undertakes to start rendering the Services no later than 3 (three) working days after payment of the Invoice and provision by the Client of all necessary information upon request of the Contractor in accordance with paragraph 2.11 of the Offer.
- 2.9 The Contractor shall be entitled to postpone the commencement of the provision of the Services for a period of up to 1 (one) month, notifying the Client thereof at least 3 (three) working days before the commencement of the provision of the Services.
- 2.10 The Contractor shall be entitled to change the term of rendering the Services specified in the Commercial Proposal in case of changing the terms of rendering the corresponding services by the state and other authorities, as well as in other cases by notifying the Client thereof.



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- 2.11 The Contractor shall be entitled, either orally or in writing (including through e-mail or web-messengers) to send to the Client requests for information and documents necessary for the Contractor to fulfill its obligations under the Agreement. The Client shall immediately provide the Contractor with all information and facts on his requests.
- 2.12 The Contractor is entitled not to proceed to the Services or to suspend the performance under the Agreement for a breach by the Client of paragraph 2.11 of the Offer.
- 2.13 The place of providing Services is the territory of the United Arab Emirates.

3. COST OF SERVICES, BILLING AND PAYMENTS

- 3.1 The cost of Services contained in Annex 1 to the Offer is estimate and is indicated for informational purposes. The final cost of the Services under the Agreement depends on scope and content and is indicated in the Commercial Proposal and the Invoice.
- 3.2 The cost of Services includes all taxes, mandatory payments, government fees, duties and any expenses related to the provision of Services, unless otherwise specified in the Commercial Proposal.
- 3.3 The invoice for payment must be sent by the Contractor to the Client by e-mail or via web messengers and must include brief information about the Services.
- 3.4 The Client pays the cost of Services under the Agreement on the terms of 100% prepayment according to the Payment Invoice by transferring funds to the Contractor's current account or by bank cards using Internet acquiring, available via the payment link, or depositing cash at the Contractor's cash desk.
- 3.5 Payment of the Invoice must be made by the Client within 5 (five) business days from the date of its receipt.
- 3.6 The Client has the right to make a partial payment for the cost of Services (partial prepayment) in the amount of at least 30% of the cost of Services if the possibility of such prepayment is provided in the Commercial Proposal and / or the Contractor has issued a corresponding Invoice for prepayment. In this case, the Agreement is considered to be duly paid in the meaning of paragraph 2.5, 2.7 and 2.8 of the Offer.



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- 3.7 If the Client pays the cost of Services on the terms of partial prepayment in accordance with paragraph 3.6 of the Offer, the cost of Services (minus the amount of partial prepayment) must be paid by the Client no later than 10 (ten) working days after the completion of the provision of Services.
- 3.8 The Client pays the Contractor interest in the amount of 0.05% of the overdue amount for each calendar day of delay in case of non-fulfilment of obligations provided for in paragraph 3.5-3.7 of the Offer.
- 3.9 If the Client does not pay the Invoice within the period specified in paragraph 3.5 of the Offer, the Contractor is entitled to change the cost of the Services and to send the Client a new Commercial Proposal and Invoice for payment. In such a case the first Invoice shall be considered invalid and the Client shall make payment on the Invoice sent later.
- 3.10 If necessary, the Contractor may send to the Client the Services completion and acceptance certificate by e-mail after completion of rendering of Services, which the Client is obliged to sign and return to the Contractor for confirmation of acceptance of Services within 5 (five) working days from the date of its receipt.
- 3.11 Any questions regarding the Services completion and acceptance certificate shall be formulated in writing and sent to the Contractor within 5 (five) working days from the date of receipt of the Services completion and acceptance certificate. Otherwise, the Client shall be deemed to have accepted the Services completion and acceptance certificate and shall have no claims to the Services rendered.
- 3.12 In the event of a change in the market situation in the UAE in the sphere of services rendered by the Contractor to the Client, entailing an increase in the Contractor's costs for the Services provided, including, but not limited to, expenses for the payment of state fees and charges, medical, postal and other expenses, The Contractor shall be entitled to change the cost of the Services at any time of validity of the Agreement unilaterally by issuing to the Client an additional Invoice for payment, which the Client undertakes to pay under the conditions stipulated by the Offer. The Contractor undertakes to notify the Client of such change in the cost of the Services within 2 (two) working days from the date when the Contractor learned of such change.
- 3.13 In case, due to the fault of the Client, the scope of the Services rendered or the term of their provision exceeds those agreed by the Parties, the Contractor shall be entitled to issue to the Client an additional Invoice at the rate of 0.05% of the price indicated in the initial invoice for



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each additional day of rendering such services, and The Client undertakes to pay within 5 (five) working days.

4. REPRESENTATIONS AND WARRANTIES

- 4.1 The Client shall declare and warrant to the Contractor that he has legal capacity to have rights and duties and to conclude and execute the Agreement, reads and acknowledges the Offer and is aware of its subject matter.
- 4.2 The Client confirms that it is not subject to any applicable sanctions and does not own directly or indirectly (50 percent or more shares), is not controlled by or acting on the instructions or in the interest of the individual or legal entity subject to the applicable sanctions.
- 4.3 The Client undertakes to notify the Contractor immediately if the Client or any other natural or legal person specified in paragraph 4.2 of the Agreement becomes the object of any applicable sanctions after the conclusion of the Agreement.

5. TERM AND ALTERATION OF THE OFFER AND THE AGREEMENT

- 5.1 The Offer shall enter into force on the date indicated as «Effective Date» and shall remain valid until the Contractor withdraws it.
- 5.2 The Contractor reserves the right to amend, supplement and/or withdraw the Offer at any time and at his discretion. In the event that the Contractor makes changes to the Offer, such changes shall take effect from the time the amended text of the Offer is published on the Site unless the other date of entry into force of such changes is specified at the time of publication.
- 5.3 Withdrawal of the Offer by the Contractor shall be affected by deleting its text from the Site or indicating on its information that the corresponding edition is no longer valid.
- 5.4 The Client recognizes and agrees that the changes to the Offer entail corresponding changes to the Agreement, and such changes to the Agreement enter into force at the same time as the changes to the Offer enter into force.
- 5.5 If the Client does not agree with the changes made by the Contractor to the Offer, the Client shall be entitled to terminate the Agreement in accordance with the conditions specified in the Offer.
- 5.6 The Agreement shall enter into force from the date of acceptance of the Offer and shall remain in force for the period of the provision of services specified in the Offer or until the termination of the Agreement in accordance with the Offer or applicable UAE law.



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6. TERMINATION

- 6.1 Failure by the Contractor to fulfil its obligations under the Agreement in respect of one or more Services shall not entail termination of the Agreement and/or recognition of its terms as invalid. In such case, the Contractor is obliged to return to the Client the money paid by him for rendering the corresponding Services, except expenses incurred by the Contractor, confirmed by documents. Refunds are made by written application of the Client indicating the details of the account in the UAE Bank within 30 (thirty) working days from the receipt of such a request. The request should be sent by e-mail.
- 6.2 Either Party may terminate the Agreement unilaterally at any time by giving the other Party written notification by e-mail of 3 (three) working days prior to the date of termination.
- 6.3 In case of termination of the Agreement by the Client, the Contractor shall be entitled to withhold from the funds paid by the Client (advance payment) the amount of expenses incurred by the Contractor (in case of their documentary confirmation) as well as a penalty for early termination of the Agreement in the amount of 10% of the cost of the Services specified in the Commercial Proposal and Invoice for payment. In case of insufficient funds, the Contractor shall issue to the Client an Invoice for payment in the appropriate amount, which the Client is obliged to pay within 5 (five) working days from the date of its receipt.
- 6.4 In case of termination of the Agreement by the Contractor, it is obliged to return to the Client the monetary funds paid, except expenses incurred by the Contractor, confirmed by documents, within 5 (five) working days from the moment of receiving the corresponding request of the Client, indicating the bank details of the account opened in the UAE, for the return of funds. The request should be sent to the Contractor's e-mail address.
- 6.5 The Contractor shall be entitled immediately to terminate the Agreement if it becomes known that the Client or any other natural or legal person specified in paragraph 4.2 of the Agreement was subject to the applicable sanctions at the time of the conclusion of the Agreement and this information was not disclosed, or if the Contractor or any natural or legal person specified in paragraph 4.2 of the Agreement becomes the object of applicable sanctions within the term of the Agreement.
- 6.6 In the event that it becomes known that the Client or any other natural or legal person referred to in paragraph 4.2 of the Agreement was the object of applicable sanctions at the time of the conclusion of the Agreement and this information was not disclosed, as well as in the case of the Client's breach of paragraph 4.3 of the Agreement, The Contractor shall be entitled to withhold



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from the Client's paid money (prepayment) the amount of expenses incurred by the Contractor (in case of their documentary confirmation), as well as the penalty for early termination of the Agreement in the amount of 10% of the cost of the Services, specified in the Commercial Proposal and Payment Invoice. In case of insufficient funds, the Contractor shall issue to the Client an Invoice for payment in the appropriate amount, which the Client is obliged to pay within 5 (five) working days from the date of its receipt.

7. LIABILITY

- 7.1 If the Contractor fulfills its obligations specified in the Commercial Offer, the Client has no right to demand from the Contractor a refund of the funds paid for the provision of Services or payment of any compensation
- 7.2 In case of violation of their obligations under the Agreement, the Parties shall be liable under the Agreement and the current legislation of the United Arab Emirates. Violation of an obligation is its failure to perform or improper performance.
- 7.3 The Parties shall not be liable for violation of their obligations under the Agreement, if it occurred through no fault of theirs. A Party is considered innocent if it proves that it has taken all measures dependent on it for the proper fulfillment of its obligation.
- 7.4 In no event shall either party be responsible or liable for any failure or delay in the performance of its obligations under the Agreement arising out of or caused by, directly or indirectly, forces beyond its control, including, without limitation, strikes, work stoppages, accidents, acts of war or terrorism, civil or military disturbances, nuclear or natural catastrophes or acts of God, and interruptions, loss or malfunctions of utilities, communications or computer (software and hardware) services; it is understood that the parties shall use reasonable efforts which are consistent with accepted practices to resume performance as soon as practicable under the circumstances.
- 7.5 The aggregate liability of the Contractor hereunder, under any action or claim related to this Agreement or its performance shall be limited by the payment effected by the Client to the Contractor hereunder.
- 7.6 The Contractor shall not be liable for the breach of its obligations under the Agreement, including the extension of the term of rendering the Services, if such violation is due to the Client's failure to comply with the requirements of paragraph. 2.11 of the Offer.



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8. CONFIDENTIALITY AND ELECTRONIC COMMUNICATIONS

- 8.1 In providing Services under the Agreement, the Contractor undertakes to protect confidential information received from the Client, from disclosure to third parties in any way during the validity of the Agreement and within 5 (five) years after its termination, except in cases of where disclosure is required by law.
- 8.2 The Contractor is entitled, without the consent of the Client, to involve third parties to fulfill their obligations under the Agreement if such third parties undertake to keep confidential any information they receive from the Contractor.
- 8.3 All letters, communications, other materials and documents related to the Agreement shall be in writing and sent to the other Party by e-mail by authorized representatives of the Parties. In cases specified in the Offer, the exchange of documents in web-messengers is allowed. Under these conditions, transmitted graphic files containing scanned pages of documents (including the Commercial Proposal, the Services completion and acceptance certificate, Invoices for payment) have the legal force of the original and are considered valid.
- 8.4 Either Party shall be entitled to request the provision of a paper-based document relating to the performance of the Contract, indicating the Party's postal address as well as the preferred mode of delivery of such document. In any event, a Party's obligation to transmit a paper-based document shall be satisfied when the paper-based document is sent by registered letter to the address specified in the request.

9. GOVERNING LAW AND DISPUTE RESOLUTION

- 9.1 The Agreement shall be governed by and construed in accordance with the law of the United Arab Emirates.
- 9.2 The Parties shall resolve all disputes and controversies related to this Agreement through negotiations and claims. The Client shall send a claim within 7 (seven) working days from the day when any violations are identified. The Contractor may reject any claims sent by the Client after expiry of the above term. The Contractor shall respond to the Client's claim within 10 (ten) working days from the date of its receipt.
- 9.3 If such dispute, controversy or claim cannot be settled amicably by negotiations within the thirty days, it may be referred by either party to, and finally settled by, the competent courts of the United Arab Emirates.



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10. MISCELLANEOUS

- 10.1 The Parties unconditionally acknowledge the legal force of the Offer and the Agreement.
- 10.2 If one or more of the terms hereof are declared invalid for any reason, such invalidity shall not affect the validity of any other terms of the Agreement, which shall remain in full force and effect.
- 10.3 The Parties undertake to notify each other in a timely manner of all changes of their legal and postal addresses, legal status, bank and other details, if such changes may affect the implementation of the Agreement. The Contractor is entitled to publish the amended information on the Site. From the moment of such publication the Client shall be considered properly informed about changes of the Contractor's details

11. DETAILS OF THE CONSTRUCTOR

Name: INSIGHT BUSINESS SERVICES L.L.C.

Address: Office 813, B2B Tower, Marasi Drive, Business Bay Dubai, the UAE

Post box: 390154

Registration number: 1776891

E-mail:

- office@in-sight.ae (questions related to the Contractor's activities or the execution of contracts),
- business@in-sight.ae (issues related to billing and refunds).



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ANNEX 1 - A LIST OF THE SERVICES

Dubai, the UAE

Effective Date: 11 August, 2023

The document is stipulated a list of services (hereinafter called the «**Services**») provided by **INSIGHT BUSINESS SERVICES L.L.C**, a company incorporated under the laws of the United Arab Emirates and located at: Office 813, B2B Tower, Marasi Drive, Business Bay Dubai, United Arab Emirates, Register №177689 (the "**Contractor**") in accordance with the terms and conditions of the Offer to enter into an agreement for the provision of services posted on the Internet at <https://in-sight.ae/>.

<i>Type of service</i>		<i>Approximate cost</i>
1.	<i>Company registration service packages</i>	
1.1.	"LIGHT" (Free Zone) Opening of the Free Zone company Includes: <ul style="list-style-type: none"> • License • Memorandum of Assosiation • Unit Lease Agreement • Certificate of Formation 	From 12,900 AED
1.2.	"STANDART" (Free Zone) Opening of the Free Zone company Includes: <ul style="list-style-type: none"> • License • Memorandum of Assosiation • Unit Lease Agreement • Certificate of Formation • Establishment Card • 1 Residence Visa • 1 Emirates ID 	From 23,900 AED
1.3.	"MAXIMUM" (Free Zone) Opening of the Free Zone company	From 37,900 AED



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	<p>Includes:</p> <ul style="list-style-type: none"> • License • Memorandum of Assosiation • Unit Lease Agreement • Certificate of Formation • Establishment Card • 1 Residence Visa • 1 Emirates ID • Corporate Bank Account 	
1.4.	<p>"MAXIMUM PRO" (Free Zone)</p> <p>Opening of the Free Zone company</p> <p>Includes:</p> <ul style="list-style-type: none"> • License • Memorandum of Assosiation • Unit Lease Agreement • Certificate of Formation • Establishment Card • 1 Residence Visa • 1 Emirates ID • Corporate Bank Account • Personal Bank Account 	From 39,900 AED
1.5.	<p>"LIGHT" (Mainland)</p> <p>Opening of the Mainland company</p> <p>Includes:</p> <ul style="list-style-type: none"> • • Registration of a local company with the Immigration Service (E-signature card) • • Registration of a local company with the Ministry of Labor (Establishment card) 	From 19,000 AED
1.6.	<p>"STANDART" (Mainland)</p> <p>Opening of the Mainland company</p> <p>Includes:</p> <ul style="list-style-type: none"> • • Registration of a local company with the Immigration Service (E-signature card) 	From 25,500 AED



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	<ul style="list-style-type: none"> • Registration of a local company with the Ministry of Labour (Establishment card) • 1 resident visa and Emirates ID 	
1.7.	<p>"MAXIMUM" (Mainland)</p> <p>Establishment of the Mainland company</p> <p>Includes:</p> <ul style="list-style-type: none"> • Registration of a local company with the Immigration Service (E-signature card) • Registration of a local company with the Ministry of Labour (Establishment card) • 1 resident visa and Emirates ID • Corporate bank account 	From 41,500 AED
1.8.	<p>"MAXIMUM PRO" (Mainland)</p> <p>Establishment of the Mainland company</p> <p>Includes:</p> <ul style="list-style-type: none"> • Registration of a local company with the Immigration Service (E-signature card) • Registration of a local company with the Ministry of Labour (Establishment card) • 1 resident visa and Emirates ID • Corporate bank account • Personal bank account 	From 43,500 AED
2.	<i>Bookkeeping packages</i>	
2.1.	<p>«ELEMENTARY»</p> <p>For organizations that have not yet started financial activities. Includes monthly payroll accounting to the director, paysheet work</p>	From 1,000 AED per month
2.2.	<p>«MINIMUM»</p> <p>For organizations that are just starting to operate. Includes: reflection of incoming/outgoing documents and bank statements (up to 10 transactions per month); payroll accounting to employees (up to 2 employees), paysheet work (monthly), bank reconciliation, reconciliation reports, month-end closings</p>	From 3,000 AED per month
2.3.	<p>«STANDARD»</p>	From 5,000 AED per month

	For small organizations that are VAT payers. Includes: reflection of incoming/outgoing documents and bank statements (up to 20 transactions per month); payroll accounting to employees (up to 3 employees), paysheet work (monthly), bank reconciliation, reconciliation reports, month-end closings, formation and submission of VAT declaration (quarterly), report accounts receivable and accounts payable (quarterly at the request of the Client)	
2.4.	«MAXIMUM» For large organizations. Includes: reflection of incoming/outgoing documents and bank statements (up to 30 transactions per month); payroll accounting to employees (up to 10 employees), paysheet work (monthly), bank reconciliation. reconciliation reports, month-end closings, formation and submission of tax reports (quarterly), accounts receivable and accounts payable (quarterly at the request of the Client), preparation of accounting statements (balance sheet, profit and loss statement, cash flow statement)	From 9,000 AED per month
3.	<i>Resident visas</i>	
3.1.	Registration of an Investor visa (Mainland company)	From 6,300 AED
3.2.	Employee visa processing (Mainland company)	From 6,600 AED
3.3.	Registration of an Investor visa (Free Zone company)	From 5,000 AED
3.4.	Employee visa processing (Free Zone company)	From 5,000 AED
3.5.	Gold visa processing	From 12,800 AED
3.6.	Obtaining a Freelance visa	From 15,800 AED
3.7.	Family visa for children / spouses / relatives	From 5,000 AED
3.8.	Visa cancellation	From 1,000 AED
3.9.	Medical test	From 450 AED
3.10.	Delivery of biometrics	From 390 AED
3.11.	Speeding up the delivery of biometrics	1,000 AED
3.12.	Visa status change (Mainland company)	676 AED
3.13.	Change of visa status (Free Zone company)	From 1,600 AED
4.	<i>Opening of bank accounts</i>	



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4.1.	Opening a corporate bank account	From 12,000 AED
4.2.	Opening a corporate bank account in 2 banks	From 20,000 AED
4.3.	DEWA bills	From 3,000 AED
4.4.	Opening a personal bank account	From 2,000 AED
4.5.	Opening a corporate account on Binance* * Possible only if there are employed employees in the company	From 1,500 AED
5.	Documents	
5.1.	Legalization of documents in the Consulate of the Russian Federation (for citizens of the Russian Federation)	700 AED for 1 page
5.2.	Legalization of documents in the Consulate of the Russian Federation (for Russian legal entities)	700 AED for 1 page
5.3.	Legalization of documents in the Consulate of the Russian Federation (for persons who are not citizens of the Russian Federation)	700 AED for 1 page
5.4.	Legalization of documents in the Consulate of the Russian Federation (for foreign legal entities)	900 AED for 1 page
5.5.	Certification of documents in the Ministry of Foreign Affairs (for citizens of the Russian Federation)	400 AED for 1 page
5.6.	Certification of documents in the Ministry of Foreign Affairs (for Russian legal entities)	2,500 AED for 1 page
5.7.	Certification of documents in the Ministry of Foreign Affairs (for persons who are not citizens of the Russian Federation)	400 AED for 1 page
5.8.	Certification of documents in the Ministry of Foreign Affairs (for foreign legal entities)	2,500 AED for 1 page
5.9.	Legalization of documents in the Russian Federation Consulate and the Ministry of Foreign Affairs, include translation of the document (for Russian citizens)	1,500 AED for 1 page
5.10.	Legalization of documents in the Russian Federation Consulate and the Ministry of Foreign Affairs, include translation of the document (for Russian legal entities)	3,200 AED for 1 page



INSIGHT BUSINESS SERVICES L.L.C

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5.11.	Legalization of documents in the Russian Federation Consulate and the Ministry of Foreign Affairs, include translation of the document (for persons who are not citizens of the Russian Federation)	1,500 AED for 1 page
5.12.	Legalization of documents in the Russian Federation Consulate and the Ministry of Foreign Affairs, include translation of the document (for foreign legal entities)	3,200 AED for 1 page
5.13.	Certification of power of attorney in the Russian Federation to the Consulate (for citizens of the Russian Federation)	1,200 AED
5.14.	Certification of power of attorney in the Russian Federation to the Consulate ((for Russian legal entities)	1,200 AED
5.15.	Certification of power of attorney in the Russian Federation to the Consulate (for persons who are not citizens of the Russian Federation)	1,400 AED
5.16.	Certification of power of attorney in the Russian Federation to the Consulate (for foreign legal entities)	1,400 AED
5.17.	Translation of the document from Russian or English into Arabic	350 AED for 1 page
5.18.	Translation of the document from English or Arabic into Russian	450 AED for 1 page
5.19.	Authentication of an English copy of the document	450 AED for 1 page
5.20.	Authentication of a Russian copy of the document	300 AED for 1 page
5.21.	Application for a Russian passport with a five-year validity	2,500 AED
5.22.	Application for a Russian passport with a ten-year validity	2,500 AED
6.	Offices	
6.1.	Virtual office with Ejari on Mainland	From 6,000 AED
6.2.	Virtual office in the Free Zone	From 6,000 AED
6.3.	Extension of the Ejari contract for a new term	From 3,500 AED
6.4.	Assistance in registration of a legal address	In agreement with the owner
7.	Separate company registration services and license services	



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7.1.	Establishment of a Mainland company	From 17,500 AED
7.2.	Registration of a Mainland company with the Immigration Service (E-signature card)	1,000 AED
7.3.	Registration of a Mainland company with the Ministry of Labour (Establishment card)	1,000 AED
7.4.	Renewal of the company's Mainland license	From 10,000 AED
7.5.	Amendments to the license and charter of the Mainland Company	From 6,000 AED
7.6.	Liquidation of the Mainland company	From 8,000 AED
7.7.	Company registration in the Free Zone	From 12,500 AED
7.8.	Registration of a Mainland company with the Immigration Service (E-signature card)	From 2,000 AED
7.9.	Registration of a Mainland company with the Ministry of Labour (Establishment card)	From 2,000 AED
7.10.	Renewal of the company's Free Zone license	From 10,000 AED
7.11.	Amendments to the license and charter of the Free Zone Company	From 4,500 AED
7.12.	Liquidation of the company in the Free Zone	From 6,000 AED
7.13.	Obtaining additional permits from government agencies for activities that require such permits	From 2,000 AED
8.	<i>Separate accounting services</i>	
8.1.	Development of tax accounting policy, setting up the accounting program system (together with representatives of the selected program)	From 5,000 AED
8.2.	TRN Registration	From 1,500 AED
8.3.	Corporate Tax Registration	From 1,000 AED
8.4.	Registration/de-registration of excise tax	From 2,500 AED
8.5.	Registration of excisable goods with the Federal Tax Service	From 5,000 AED
8.6.	Preparation of tax reports * * Preparation of reports based on the documents received from the Client. Checking the availability and correctness of the documents is not included in the price	From 1,500 AED per month
8.7.	Preparation of accounting statements *	From 5,000 AED



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	* Preparation of reports based on the documents received from the Client. Checking the availability and correctness of the documents is not included in the price		
8.8.	Formation of tax groups		From 1,000 AED
8.9.	Consultation on tax optimization		From 3,000 AED
8.10.	Formation of internal audit reports		From 5,000 AED
8.11.	Confirmation of economic presence (Economic Substance)		From 3,000 AED
8.12.	Restoration of company accounting in Dubai / UAE		From 10,000 AED
8.13.	Audit report		From 5,000 AED
9.	<i>Legal services</i>		
9.1.	Full legal support Comprehensive legal support for the establishment and/or operation of a company on a subscription basis (the types of services provided are determined jointly with the client, based on his needs - may include both the entire specified range of services and individual types)		Depending on the set of services
9.2.	Oral/written consultations	On the legal issues of the establishment and conduct of business in the UAE	Oral consultations: 400 AUD for 30 min 650 AED for 1 hour 2,800 AED for 5 hours 4,600 AED for 10 hours Written conclusions: from 1,000 AED
		On specific issues in various branches of law	
9.3.	Legal audit	Verification of the company's activities and transactions for compliance with local legislation (compliance)	From 1,500 AED
		Verification of counterparties and partners	From 1,000 AED
		Identification and legal analysis of potential risks when buying an existing business in the UAE and concluding transactions (accounting analysis is not included in this analysis)	From 2,000 AED



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9.4.	Transaction support	Conducting negotiations with counterparties	From 4,000 AED per meeting from 2 hours
		Preparation of commercial contracts, memoranda of understanding and their completion in accordance with the needs of the client	From 1,500 AED
		Registration and support of purchase and sale transactions, etc. (including cross-border)	From 2,500 AED per hour
9.5.	Dispute resolution and enforcement proceedings	Dispute resolution and enforcement proceedings	From 1,500 AED per hour
		Building a dispute resolution strategy	From 1,500 AED per hour
		Pre-trial dispute settlement: claims procedure and mediation	From 1,500 AED per hour
		Support of legal proceedings in the internal courts of the UAE, as well as in arbitration:	From 2,000 AED per hour
		• preliminary case analysis,	From 1,500 AED per hour
• collection of evidence base,	From 1,500 AED		
9.6.	Corporate law	Legal support for the establishment of a company in the UAE (non-standard conditions of the institution)	From 5,000 AED
		Legal support for the liquidation of a company in the UAE	From 2,000 AED
		Preparation and execution of transactions for the purchase/sale of a company at the local/international level	From 2,500 AED per hour
		Legal support of business reorganization	From 8,000 AED
		Business redomiciliation	From 9000 AED
		Preparation of constituent documents (including Articles of Association), shareholder agreements	From 2,000 AED
		Preparation of internal regulations and policies	From 1,500 AED
9.7.	Real Estate	Structuring transactions for the purchase/sale of real estate	0.3% of the real estate amount, but



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			not less than 5,000 AED
		Legal support of real estate lease transactions	From 1,000 AED
9.8.	Family and inheritance law	Legal assistance in the preparation and execution of a will	From 2,500 AED
		Registration of inheritance rights to property	From 3,500 AED
9.9.	Labour and migration law	Legal support of registration and dismissal of employees: preparation of an employment agreement, non-disclosure agreement and other documents	From 500 AED
		Legal support of employers in resolving labour disputes	From 1,500 AED per hour
9.10.	Trademark registration		From 5,000 AED
10.	<i>Other services</i>		
10.1.	Assistance in obtaining a RERA certificate for a Real Estate company		1 000 AED
10.2.	Assistance in passing the exam for the qualification of a real estate broker		1 000 AED
10.3.	Assistance in obtaining a driver's license		From 15,000 AED
10.4.	Assistance with obtaining permission to place a logo/ advertisement on a car		3,000 AED

DETAILS OF THE CONSTRUCTOR

Name: INSIGHT BUSINESS SERVICES L.L.C.

Address: Office 813, B2B Tower, Marasi Drive, Business Bay Dubai, the UAE

Post box: 390154

Registration number: 1776891

E-mail:

- office@in-sight.ae (questions related to the Contractor's activities or the execution of contracts),
- business@in-sight.ae (issues related to billing and refunds).



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We hope to see you among our clients!