

Client Alert – November 2020
Economic Substance Regulations
New Notification and Reporting Obligations in the United Arab Emirates

Reference is made to our Client Alert of June 2020 on the same subject.

The UAE Ministry of Finance recently issued two new templates regarding the new notification and reporting obligations related to the Economic Substance Regulations (hereinafter the “ESR”) that we attach herewith for your reference.

Regardless of whether your company has made the necessary notification to your regulatory authorities (Free Zone, DED or other) in June 2020 pertaining to financial year 2019 as per the guidelines detailed in our previous Client Alert, all companies must now submit the new templates directly with the Ministry of Finance, moving forward.

However, to date, a portal dedicated to the submission of the templates has not been made available on the website of the Ministry of Finance, neither has a deadline for filing been indicated. Nevertheless, the latest communication by the Ministry of Finance indicates that the portal is expected to go live in the first week of December. The deadline as per the ESR for notification and reporting will be extended until 31st of December 2020, so companies will have approximately three weeks to complete their filings.

We will keep you posted on future developments as we receive them, and will be pleased to assist you with the same in due time.

UNITED ARAB EMIRATES
MINISTRY OF FINANCE



الإمارات العربية المتحدة
وزارة المالية

UAE Economic Substance Report template

October 2020

A. General information
(selected)

B. Branch details

C. Reportable Period

D. Updated information

E. Financial information

F. Relevant Activity information

G. Ownership information


Directed and managed in the
UAE

Declaration


Preview and summary


A. General information

ESR Registration Number

1. Licensee Name 


2. Does the Licensee have a dual license?

2.1 Commercial License/Trade License/Permit No. 

2.2 Licensing Authority 


3. Primary/Main Regulatory Authority


4. Place of establishment?

5. Registered office address 

5.1 Registered office city

5.2 Registered office country

6. Offices / premises (square footage) 

7. Legal form 

A. General information
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B. Branch details

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D. Updated information

E. Financial information

F. Relevant Activity information


G. Ownership information


Directed and managed in the
UAE

Declaration

Preview and summary

A. General information

8. Is the Licensee registered for VAT in the UAE? 

9. Is the Licensee part of a multinational group? 

☐ Yes

☐ No

10. Is the Licensee wholly owned by the UAE government?

☐ Yes

☐ No

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Cancel

A. General information ✓

B. Branch details (selected)

C. Reportable Period

D. Updated information

E. Financial information

F. Relevant Activity information

G. Ownership information

Directed and managed in the
UAE

Declaration

Preview and summary

B. Branch details

1. Are you reporting the Relevant Activity of a branch?

2. Please provide details about the branch:

1

2.1 Commercial Licence/Trade License/Permit No.

2.2 Licensing Authority

Add new branch details

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A. General information ✓

B. Branch details ✓

C. Reportable Period (selected)

D. Updated information

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G. Ownership information

Directed and managed in the UAE

Declaration

Preview and summary

C. Reportable Period

The Reportable Period is the financial period to which the Notification relates that commenced on or after 1 January 2019. The end of the Reportable Period should correspond to the financial year end of the business, and the period that financial statements (if any) are prepared for. Licensees are required to include the "start" and "end" date of the relevant financial period as illustrated in the following examples:

A Licensee has a financial year that corresponds to the Gregorian calendar year:

Start date: 1 January 2019

End date: 31 December 2019

A Licensee is incorporated on 1 October 2019 and has a 31 March 2020 financial year end (short period of account):

Start date: 1 October 2019

End date: 31 March 2020

A Licensee is incorporated on 1 January 2019 and has a 31 March 2020 financial year end (long period of account):

Start date: 1 January 2019

End date: 31 March 2020

Following the first long period of account, the Licensee's subsequent Notification would cover the following Reportable Period:

Start date: 1 April 2020

End date: 31 March 2021

A Licensee incorporated on 1 July 2018 with a 30 June 2019 financial year end would not be required to submit a Notification for this period, as the Regulations apply to financial years commencing on / or after 1 January 2019. The first reportable period for such Licensee would be:

Start date: 1 July 2019

End date: 30 June 2020

The Reportable Period is always the financial period preceding the financial period in which the Notification is required to be submitted.

1. Reportable Period for Economic Substance Test purposes:

Start date

End date

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Cancel

A. General information	✓
B. Branch details	✓
C. Reportable Period	✓
D. Updated information (selected)	
E. Financial information	
F. Relevant Activity information	
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Directed and managed in the UAE	
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D. Updated information

1. Is the answer to Questions 1 to 5, 7 and 8 in Section A, Questions 1 and 2 in Section B, and Question 1 in Section C different from the Notification filed for the Reportable Period?

☒ Yes

☐ No

1.1 If the answer to Question 2 is 'Yes', please provide a reason:

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A. General information ✓

B. Branch details ✓

C. Reportable Period ✓

D. Updated information ✓

E. Financial information
(selected)

F. Relevant Activity information

G. Ownership information

Directed and managed in the
UAE

Declaration

Preview and summary

E. Financial information

1. Are audited financial statements for the Reportable Period available?

☐ Yes

☐ No

2. Currency used for financial information included in the Economic Substance Report:

☐ AED

☐ USD

3. Total revenue of the Licensee for the Reportable Period:

4. Accounting profit (loss) of the Licensee for the Reportable Period:

5. Net book value of tangible assets held in the UAE at the end of the Reportable Period:

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A. General information ✓

B. Branch details ✓

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D. Updated information ✓

E. Financial information ✓

F. Relevant Activity information
(selected)

G. Ownership information

Directed and managed in the
UAE

Declaration

Preview and summary

F. Relevant Activity information

1. Indicate which Relevant Activity(ies) the Licensee
carried out during the Reportable Period:

☐ Banking Business ?

☐ Insurance Business ?

☐ Investment Fund Management Business ?

☐ Lease-Finance Business (Leasing) ?

☐ Lease-Finance Business (Financing) ?

☐ Headquarters Business ?

☐ Shipping Business ?

☐ Holding Company Business ?

☐ Intellectual Property Business ?

☐ Distribution & Service Centre Business
(Distribution) ?

☐ Distribution & Service Centre Business (Service
Centre) ?

1.1 Regulatory Authority (RA):

RA

A. General information	✓
B. Branch details	✓
C. Reportable Period	✓
D. Updated information	✓
E. Financial information	✓
F. Relevant Activity information (selected)	
G. Ownership information	
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F. Relevant Activity information

2. If you selected 'Intellectual property business' in Question 2A, please confirm if the Licensee is a High Risk IP Licensee ?

3. Is the answer to Questions 1 and 2 different from the Notification filed for the Reportable Period?

- ☐ Yes
- ☐ No

4. Has an Outsource Provider been used by the Licensee in relation to its Relevant Activity(ies)?

- ☐ Yes
- ☐ No

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A. General information ✓

B. Branch details ✓

C. Reportable Period ✓

D. Updated information ✓

E. Financial information ✓

F. Relevant Activity information ✓

Banking Business (selected)

G. Ownership information

Directed and managed in the UAE

Declaration

Preview and summary

A. Banking Business

1. Relevant Income from the Banking Business for the Reportable Period:

2. Operating expenditure incurred in relation to the Banking Business for the Reportable Period:

3. Average number of full time equivalent (FTE) employees in the UAE in relation to the Banking Business for the Reportable Period:

4. Core Income-Generating Activity(ies) performed in the UAE in relation to the Banking Business for the Reportable Period:

☐

Raising funds, managing risk including credit, currency and interest risk

☐

Taking hedging positions

☐

Providing loans, credit or other financial services to customers

☐

Managing capital and preparing reports to investors or any government authority with functions relating to the supervision or regulation of such business

☐

Other, please specify

☐

If no Core Income-Generating Activities are performed in the UAE, please explain

A. General information	✓
B. Branch details	✓
C. Reportable Period	✓
D. Updated information	✓
E. Financial information	✓
F. Relevant Activity information	✓
Banking Business (selected)	
G. Ownership information	
Directed and managed in the UAE	
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A. Banking Business

5. Expenditure incurred on Outsourcing Providers in the UAE in relation to the Banking Business for the Reportable Period:

6. Accounting profit (loss) attributable to the Banking Business for the Reportable Period:

A1. Total value of UAE deposits held by the Banking Business at the balance sheet date:

A2. Total value of loans recievables at balance sheet date:

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A. General information ✓

B. Branch details ✓

C. Reportable Period ✓

D. Updated information ✓

E. Financial information ✓

F. Relevant Activity information ✓

Banking Business ✓

Insurance Business (selected)

G. Ownership information

Directed and managed in the UAE

Declaration

Preview and summary

B. Insurance Business

1. Relevant Income from the Insurance Business for the Reportable Period:

2. Operating expenditure incurred in relation to the Insurance Business for the Reportable Period:

3. Average number of full time equivalent (FTE) employees in the UAE in relation to the Insurance Business for the Reportable Period:

4. Core Income-Generating Activity(ies) performed in the UAE in relation to the Insurance Business for the Reportable Period:

☐

Predicting and calculating risk

☐

Insuring or re-insuring against risk and providing Insurance Business services to clients

☐

Underwriting insurance and reinsurance

☐

Other, please specify

☐

If no Core Income-Generating Activities are performed in the UAE, please explain

5. Expenditure incurred on Outsourcing Providers in the UAE in relation to the Insurance Business for the Reportable Period:

6. Accounting profit (loss) attributable to the Insurance Business for the Reportable Period:

B1. Does the Licensee undertake captive insurance activities on behalf of Group companies:

A. General information	✓
B. Branch details	✓
C. Reportable Period	✓
D. Updated information	✓
E. Financial information	✓
F. Relevant Activity information	✓
Banking Business	✓
Insurance Business	✓
Investment Fund Management Business (selected)	
Lease-Finance Business (Leasing)	
Lease-Finance Business (Financing)	
Headquarters Business	
Shipping Business	
Distribution and Service Centre Business (Distribution)	
Distribution and Service Centre Business (Service)	
G. Ownership information	
Directed and managed in the UAE	
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Preview and summary	

C. Investment Fund Management Business

1. Relevant Income from the Investment Fund Management Business for the Reportable Period:

2. Operating expenditure incurred in relation to the Investment Fund Management Business for the Reportable Period:

3. Average number of full time equivalent (FTE) employees in the UAE in relation to the Investment Fund Management Business for the Reportable Period:

4. Core Income-Generating Activity(ies) performed in the UAE in relation to the Investment Fund Management Business for the Reportable Period:

- ☐ Taking decisions on the holding and selling of investments
- ☐ Calculating risk and reserves
- ☐ Taking decisions on currency or interest fluctuations and hedging positions
- ☐ Preparing reports to investors or any government authority with functions relating to the supervision or regulation of such business
- ☐ Other, please specify
- ☐ If no Core Income-Generating Activities are performed in the UAE, please explain

A. General information	✓
B. Branch details	✓
C. Reportable Period	✓
D. Updated information	✓
E. Financial information	✓
F. Relevant Activity information	✓
Banking Business	✓
Insurance Business	✓
Investment Fund Management Business (selected)	
Lease-Finance Business (Leasing)	
Lease-Finance Business (Financing)	
Headquarters Business	
Shipping Business	
Distribution and Service Centre Business (Distribution)	
Distribution and Service Centre Business (Service)	
G. Ownership information	
Directed and managed in the UAE	
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Preview and summary	

C. Investment Fund Management Business

5. Expenditure incurred on Outsourcing Providers in the UAE in relation to the Investment Fund Management Business for the Reportable Period:

6. Accounting profit (loss) attributable to the Investment Fund Management Business for the Reportable Period:

C1. Total value of assests under management:

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A. General information	✓
B. Branch details	✓
C. Reportable Period	✓
D. Updated information	✓
E. Financial information	✓
F. Relevant Activity information	✓
Banking Business	✓
Insurance Business	✓
Investment Fund Management Business	✓
Lease-Finance Business (Leasing) (selected)	
Lease-Finance Business (Financing)	
Headquarters Business	
Shipping Business	
Distribution and Service Centre Business (Distribution)	
Distribution and Service Centre Business (Service)	
G. Ownership information	
Directed and managed in the UAE	
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Preview and summary	

D.a Lease-Finance Business (Leasing)

1. Relevant Income from the Lease-Finance Business (Leasing) for the Reportable Period:

2. Operating expenditure incurred in relation to the Lease-Finance Business (Leasing) for the Reportable Period:

3. Average number of full time equivalent (FTE) employees in the UAE in relation to the Lease-Finance Business (Leasing) for the Reportable Period:

4. Core Income-Generating Activity(ies) performed in the UAE in relation to the Lease-Finance Business (Leasing) for the Reportable Period:

☐ Agreeing funding terms

☐ Identifying and acquiring assets to be leased

☐ Setting the terms and duration of any leasing

☐ Monitoring and revising any agreements

☐ Managing any risks

☐ Other, please specify

☐ If no Core Income-Generating Activities are performed in the UAE, please explain

A. General information	✓
B. Branch details	✓
C. Reportable Period	✓
D. Updated information	✓
E. Financial information	✓
F. Relevant Activity information	✓
Banking Business	✓
Insurance Business	✓
Investment Fund Management Business	✓
Lease-Finance Business (Leasing) (selected)	
Lease-Finance Business (Financing)	
Headquarters Business	
Shipping Business	
Distribution and Service Centre Business (Distribution)	
Distribution and Service Centre Business (Service)	
G. Ownership information	
Directed and managed in the UAE	
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Preview and summary	

D.a Lease-Finance Business (Leasing)

5. Expenditure incurred on Outsourcing Providers in the UAE in relation to the Lease-Finance Business (Leasing) for the Reportable Period:

6. Accounting profit (loss) attributable to the Lease-Finance Business (Leasing) for the Reportable Period:

D.a.1 Does the Licensee lease assets to Group companies, third parties, or both?

- ☐ Group companies
- ☐ Third parties
- ☐ Both

D.a.2 Number of leases held at the end of the Reportable Period:

D.a.3 Net book value of assets leased at balance sheet date:

D.a.4 Net book value of assets leased at balance sheet date that are physically located in the UAE:

D.a.5 Net book value of assets leased at balance sheet date that are physically located outside the UAE:

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A. General information ✓

B. Branch details ✓

C. Reportable Period ✓

D. Updated information ✓

E. Financial information ✓

F. Relevant Activity information ✓

Banking Business ✓

Insurance Business ✓

Investment Fund Management Business ✓

Lease-Finance Business (Leasing) ✓

Lease-Finance Business (Financing) (selected)

Headquarters Business

Shipping Business

Distribution and Service Centre Business (Distribution)

Distribution and Service Centre Business (Service)

G. Ownership information

Directed and managed in the UAE

Declaration

Preview and summary

D.b Lease-Finance Business (Financing)

1. Relevant Income from the Lease-Finance Business (Financing) for the Reportable Period:

2. Operating expenditure incurred in relation to the Lease-Finance Business (Financing) for the Reportable Period:

3. Average number of full time equivalent (FTE) employees in the UAE in relation to the Lease-Finance Business (Financing) for the Reportable Period:

4. Core Income-Generating Activity(ies) performed in the UAE in relation to the Lease-Finance Business (Financing) for the Reportable Period:

☐ Agreeing funding terms

☐ Setting the terms and duration of any financing ...

☐ Monitoring and revising any agreements

☐ Managing any risks

☐ Other, please specify

☐ If no Core Income-Generating Activities are performed in the UAE, please explain

A. General information ✓

B. Branch details ✓

C. Reportable Period ✓

D. Updated information ✓

E. Financial information ✓

F. Relevant Activity information ✓

Banking Business ✓

Insurance Business ✓

Investment Fund Management Business ✓

Lease-Finance Business (Leasing) ✓

Lease-Finance Business (Financing) (selected)

Headquarters Business

Shipping Business

Distribution and Service Centre Business (Distribution)

Distribution and Service Centre Business (Service)

G. Ownership information

Directed and managed in the UAE

Declaration

Preview and summary

D.b Lease-Finance Business (Financing)

5. Expenditure incurred on Outsourcing Providers in the UAE in relation to the Lease-Finance Business (Financing) for the Reportable Period:

6. Accounting profit (loss) attributable to the Lease-Finance Business (Financing) for the Reportable Period:

D.b.1 Is financing provided to Group companies, third parties or both?

☐ Group companies

☐ Third parties

☐ Both

D.b.2 Number of loans at the end of the Reportable Period

D.b.3 Value of loans at balance sheet date

D.b.4 Value of loans at balance sheet date that are issued to borrowers located in the UAE

D.b.5 Value of loans at balance sheet date that are issued to borrowers outside the UAE

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A. General information ✓

B. Branch details ✓

C. Reportable Period ✓

D. Updated information ✓

E. Financial information ✓

F. Relevant Activity information ✓

Banking Business ✓

Insurance Business ✓

Investment Fund Management Business ✓

Lease-Finance Business (Leasing) ✓

Lease-Finance Business (Financing) ✓

Headquarters Business (selected)

Shipping Business

Distribution and Service Centre Business (Distribution)

Distribution and Service Centre Business (Service)

G. Ownership information

Directed and managed in the UAE

E. Headquarters Business

1. Relevant Income from the Headquarters Business for the Reportable Period:

2. Operating expenditure incurred in relation to the Headquarters Business for the Reportable Period:

3. Average number of full time equivalent (FTE) employees in the UAE in relation to the Headquarters Business for the Reportable Period:

4. Core Income-Generating Activity(ies) performed in the UAE in relation to the Headquarters Business for the Reportable Period:

☐ Taking relevant management decisions

☐ Incurring operating expenditures on behalf of a Group

☐ Coordinating Group activities

☐ Other, please specify

☐ If no Core Income-Generating Activities are performed in the UAE, please explain

5. Expenditure incurred on Outsourcing Providers in the UAE in relation to the Headquarters Business for the Reportable Period:

6. Accounting profit (loss) attributable to the Headquarters Business for the Reportable Period:

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A. General information	✓
B. Branch details	✓
C. Reportable Period	✓
D. Updated information	✓
E. Financial information	✓
F. Relevant Activity information	✓
Banking Business	✓
Insurance Business	✓
Investment Fund Management Business	✓
Lease-Finance Business (Leasing)	✓
Lease-Finance Business (Financing)	✓
Headquarters Business	✓
Shipping Business (selected)	
Distribution and Service Centre Business (Distribution)	
Distribution and Service Centre Business (Service)	
G. Ownership information	
Directed and managed in the UAE	
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Preview and summary	

F. Shipping Business

1. Relevant Income from the Shipping Business for the Reportable Period:

2. Operating expenditure incurred in relation to the Shipping Business for the Reportable Period:

3. Average number of full time equivalent (FTE) employees in the UAE in relation to the Shipping Business for the Reportable Period:

4. Core Income-Generating Activity(ies) performed in the UAE in relation to the Shipping Business for the Reportable Period:

- ☐ Managing crew (including hiring, paying and overseeing crew members)
- ☐ Overhauling and maintaining Ships
- ☐ Overseeing and tracking shipping
- ☐ Determining what goods to order and when to deliver them, organising and overseeing voyages
- ☐ Other, please specify
- ☐ If no Core Income-Generating Activities are performed in the UAE, please explain

A. General information	✓
B. Branch details	✓
C. Reportable Period	✓
D. Updated information	✓
E. Financial information	✓
F. Relevant Activity information	✓
Banking Business	✓
Insurance Business	✓
Investment Fund Management Business	✓
Lease-Finance Business (Leasing)	✓
Lease-Finance Business (Financing)	✓
Headquarters Business	✓
Shipping Business (selected)	
Distribution and Service Centre Business (Distribution)	
Distribution and Service Centre Business (Service)	
G. Ownership information	
Directed and managed in the UAE	
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F. Shipping Business

5. Expenditure incurred on Outsourcing Providers in the UAE in relation to the Shipping Business for the Reportable Period:

6. Accounting profit (loss) attributable to the Shipping Business for the Reportable Period:

F1. Number of ships operated by the Licensee during the Reportable Period:

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A. General information ✓

B. Branch details ✓

C. Reportable Period ✓

D. Updated information ✓

E. Financial information ✓

F. Relevant Activity information ✓

Holding Company Business
(selected)

G. Ownership information

Directed and managed in the
UAE

Declaration

Preview and summary

G. Holding Company Business

1. Relevant Income from the Holding Company Business for the Reportable Period:

2. Operating expenditure incurred in relation to the Holding Company Business for the Reportable Period:

3. Average number of full time equivalent (FTE) employees in the UAE in relation to the Holding Company Business for the Reportable Period:

4. Expenditure incurred on Outsourcing Providers in the UAE in relation to the Holding Company Business for the Reportable Period:

5. Accounting profit (loss) attributable to the Holding Company Business for the Reportable Period:

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A. General information	✓
B. Branch details	✓
C. Reportable Period	✓
D. Updated information	✓
E. Financial information	✓
F. Relevant Activity information	✓

Intellectual Property Business (selected)
G. Ownership information
High Risk IP Licensee
Directed and managed in the UAE
Declaration
Preview and summary

H. Intellectual Property Business

1. Relevant Income from the Intellectual Property Business for the Reportable Period:

2. Operating expenditure incurred in relation to the Intellectual Property Business for the Reportable Period:

3. Average number of full time equivalent (FTE) employees in the UAE in relation to the Intellectual Property Business for the Reportable Period:

H1. Type of Intellectual Property Asset(s) held by the Licensee:

- ☐ Patents and similar Intellectual Property Assets
- ☐ Marketing intangibles and similar Intellectual Property Assets

H2. Amount and type of income from Intellectual Property Asset(s):

☐ Royalties

Insert amount

☐ Gains from sale of IP asset

Insert amount

List of other amount and types of income from Intellectual Property Asset(s)

1	—
Insert other (optional field)	Insert amount (optional field)
<input type="text"/>	<input type="text"/>
<input type="button" value="Add new asset(s)"/>	

A. General information	✓
B. Branch details	✓
C. Reportable Period	✓
D. Updated information	✓
E. Financial information	✓
F. Relevant Activity information	✓
Intellectual Property Business (selected)	
G. Ownership information	
High Risk IP Licensee	
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H. Intellectual Property Business

4. Core Income-Generating Activity(ies) performed in the UAE in relation to the Intellectual Property Business for the Reportable Period:

- ☐ Research and development
- ☐ Branding, marketing and distribution
- ☐ Taking strategic decisions and managing (as well as bearing) the principal risks related to development and subsequent exploitation of the Intellectual Property Asset generating income
- ☐ Taking the strategic decisions and managing (as well as bearing) the principal risks relating to acquisition by third parties and subsequent exploitation and protection of the Intellectual Property Asset
- ☐ Carrying on the ancillary trading activities through which the Intellectual Property Asset are exploited leading to the generation of income from third parties
- ☐ Other, please specify
- ☐ If no Core Income-Generating Activities are performed in the UAE, please explain

A. General information	✓
B. Branch details	✓
C. Reportable Period	✓
D. Updated information	✓
E. Financial information	✓
F. Relevant Activity information	✓
Intellectual Property Business (selected)	
G. Ownership information	
High Risk IP Licensee	
Directed and managed in the UAE	
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Preview and summary	

H. Intellectual Property Business

5. Expenditure incurred on Outsourcing Providers in the UAE in relation to the Intellectual Property Business for the Reportable Period:

6. Accounting profit (loss) attributable to the Intellectual Property Business for the Reportable Period:

H3. Is (are) the Intellectual Property Asset(s) registered in the UAE or abroad:

H4. Legal owner of the Intellectual Property Asset(s) held by the Licensee:

H5. Net book value of the Intellectual Property Asset(s) at the end of the Reportable Period

H6. Intellectual Property Asset is licensed / transferred / otherwise made available to Group companies, third parties or both during the Reportable Period:

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A. General information	✓
B. Branch details	✓
C. Reportable Period	✓
D. Updated information	✓
E. Financial information	✓
F. Relevant Activity information	✓
Intellectual Property Business	✓
G. Ownership information	✓
High Risk IP Licensee (selected)	
Directed and managed in the UAE	
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High Risk IP Licensee

1. Is the Licensee attaching evidence to rebut the presumption that the High Risk Intellectual Property Business does not meet the economic substance test by demonstrating that the Licensee does and historically has exercised a high degree of control over the development, exploitation, maintenance, protection and enhancement of the IP Asset(s):

1.1 Business plan showing the reasons for holding the ownership of the IP Asset(s) in the UAE:

Select files

You can select 10 files.

1.2 Employee information, including level of experience, qualifications, and type and duration of employment with the Licensee:

Select files

You can select 10 files.

1.3 Evidence that all relevant decision making is taking place within the UAE:

Select files

You can select 10 files.

1.4 Any other supporting documents: (optional field)

Select files

You can select 10 files.

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A. General information	✓
B. Branch details	✓
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D. Updated information	✓
E. Financial information	✓
F. Relevant Activity information	✓
Banking Business	✓
Insurance Business	✓
Investment Fund Management Business	✓
Lease-Finance Business (Leasing)	✓
Lease-Finance Business (Financing)	✓
Headquarters Business	✓
Shipping Business	✓
Distribution and Service Centre Business (Distribution) (selected)	
Distribution and Service Centre Business (Service)	
G. Ownership information	
Directed and managed in the UAE	
Declaration	

I.a Distribution and Service Centre Business (Distribution)

1. Relevant Income from the Distribution Business for the Reportable Period:

2. Operating expenditure incurred in relation to the Distribution Business for the Reportable Period:

I.a.1 Cost of goods sold in relation to the Distribution Business:

3. Average number of full time equivalent (FTE) employees in the UAE in relation to the Distribution Business for the Reportable Period:

4. Core Income-Generating Activity(ies) performed in the UAE in relation to the Distribution Business for the Reportable Period:

☐ Transporting and storing component parts, materials or goods ready for sale

☐ Managing inventories

☐ Taking orders

☐ Other, please specify

☐ If no Core Income-Generating Activities are performed in the UAE, please explain

A. General information	✓
B. Branch details	✓
C. Reportable Period	✓
D. Updated information	✓
E. Financial information	✓
F. Relevant Activity information	✓
Banking Business	✓
Insurance Business	✓
Investment Fund Management Business	✓
Lease-Finance Business (Leasing)	✓
Lease-Finance Business (Financing)	✓
Headquarters Business	✓
Shipping Business	✓
Distribution and Service Centre Business (Distribution) (selected)	
Distribution and Service Centre Business (Service)	
G. Ownership information	
Directed and managed in the UAE	
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I.a Distribution and Service Centre Business (Distribution)

5. Expenditure incurred on Outsourcing Providers in the UAE in relation to the Distribution Business for the Reportable Period:

6. Accounting profit (loss) attributable to the Distribution Business for the Reportable Period:

I.a.3 Industry

I.a.4 Does the Licensee take legal title to the goods (or component parts or materials for goods) purchased from the Foreign Connected Persons:

I.a.5 Does the Licensee maintain inventory in the UAE:

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Cancel

A. General information	✓
B. Branch details	✓
C. Reportable Period	✓
D. Updated information	✓
E. Financial information	✓
F. Relevant Activity information	✓
Banking Business	✓
Insurance Business	✓
Investment Fund Management Business	✓
Lease-Finance Business (Leasing)	✓
Lease-Finance Business (Financing)	✓
Headquarters Business	✓
Shipping Business	✓
Distribution and Service Centre Business (Distribution)	✓
Distribution and Service Centre Business (Service) (selected)	
G. Ownership information	
Directed and managed in the UAE	
Declaration	

I.b Distribution and Service Centre Business (Service)

1. Relevant Income from the Service Business for the Reportable Period:

2. Operating expenditure incurred in relation to the Service Business for the Reportable Period:

3. Average number of full time equivalent (FTE) employees in the UAE in relation to the Service Business for the Reportable Period:

4. Core Income-Generating Activity(ies) performed in the UAE in relation to the Service Business for the Reportable Period:

☐ Providing consulting or other administrative services

☐ Other, please specify

☐ If no Core Income-Generating Activities are performed in the UAE, please explain

5. Expenditure incurred on Outsourcing Providers in the UAE in relation to the Service Business for the Reportable Period:

6. Accounting profit (loss) attributable to the Service Business for the Reportable Period:

I.b.1 Type of services provided by the Licensee during the Reportable Period

I.b.2 Did the Licensee also provide services to third parties during the Reportable Period:

I.b.3 Total income from services provided to third parties for the Reportable Period:

A. General information	✓
B. Branch details	✓
C. Reportable Period	✓
D. Updated information	✓
E. Financial information	✓
F. Relevant Activity information	✓
Banking Business	✓
G. Ownership information (selected)	
Directed and managed in the UAE	
Declaration	
Preview and summary	

G. Ownership information

1. Parent Company

The Parent Company of the Licensee is the entity that directly:

- (a) holds a majority of voting rights in the Licensee; or
- (b) has the right to appoint or remove a majority of the boards of directors of the Licensee; or
- (c) controls alone, pursuant to a joint arrangement with other shareholders or members, a majority of the voting rights in the Licensee; or
- (d) has the right to exercise, or actually exercises, dominant direct influence or control over the Licensee.

1.1 Name

1.2 Tax Identification Number

1.3 Address

1.4 Country of tax residence

A. General information	✓
B. Branch details	✓
C. Reportable Period	✓
D. Updated information	✓
E. Financial information	✓
F. Relevant Activity information	✓
Banking Business	✓
G. Ownership information (selected)	
Directed and managed in the UAE	
Declaration	
Preview and summary	

G. Ownership information

2. Ultimate Parent Company

The Ultimate Parent Company of the Licensee is an entity of a group that:

(a) owns directly or indirectly a sufficient interest in the Licensee or the Exempted Licensee such that it is required to prepare consolidated financial statements under applicable accounting standards or would be so required if its equity interests were traded on a public securities exchange in its jurisdiction of tax residence; and

(b) there is no other entity in the group that owns directly or indirectly a sufficient interest in such entity such that it is required to prepare consolidated financial statements under applicable accounting standards, or would be so required if its equity interests were traded on a public securities exchange in its jurisdiction of tax residence.

2.1 Name ?

2.2 Tax identification Number ?

2.3 Address ?

2.4 Country of tax residence ?

A. General information	✓
B. Branch details	✓
C. Reportable Period	✓
D. Updated information	✓
E. Financial information	✓
F. Relevant Activity information	✓
Banking Business	✓
G. Ownership information (selected)	
Directed and managed in the UAE	
Declaration	
Preview and summary	

G. Ownership information

3. Ultimate Beneficial Owner ('UBO')

The Ultimate Beneficial Owner of the Licensee is an individual who owns directly or indirectly twenty five percent (25%) or more of the share capital of a Licensee. A Licensee may have one or more Ultimate Beneficial Owners.

Is there an individual who owns directly or indirectly twenty five percent (25%) or more of the share capital of a Licensee?

1	—
3.2 UBO type ?	
<input type="text"/>	
3.3 Name ?	
<input type="text"/>	
3.4 Tax Identification Number ?	
<input type="text"/>	
3.5 Address ?	
<input type="text"/>	
3.6 Country of Tax residence ?	
<input type="text"/>	
Add new UBO (maximum 4)	

A. General information	✓
B. Branch details	✓
C. Reportable Period	✓
D. Updated information	✓
E. Financial information	✓
F. Relevant Activity information	✓
Intellectual Property Business	✓
G. Ownership information	✓
High Risk IP Licensee	✓
Outsourcing information (selected)	
Directed and managed in the UAE	
Declaration	
Preview and summary	

Outsourcing information required per Relevant Activity

1. Number of Outsourcing Provider(s) to which one or more of the CIGA have been outsourced

2. For each Outsourcing Provider, please provide the following:

1

2.1 Name of the Outsourcing Provider

2.2 Address of the Outsourcing Provider

2.3 UAE VAT Tax Registration Number of the Outsourcing Provider

2.4 Expenditure incurred on the Outsourcing Provider in the UAE for the Reportable Period

2.5 Number of full time equivalent (FTE) employees provided by the Outsourcing Provider

2.6 Whether the Licensee's registered address is that of the Outsourcing Provider

2.7 The Licensee has adequate supervision of the CIGA carried out by the Outsourcing Provider

2.8 The CIGA is carried out by the Outsourcing Provider exclusively in the UAE

Add new Outsourcing Provider information

A. General information	✓
B. Branch details	✓
C. Reportable Period	✓
D. Updated information	✓
E. Financial information	✓
F. Relevant Activity information	✓
Banking Business	✓
G. Ownership information	✓
Directed and managed in the UAE (selected)	
Declaration	
Preview and summary	

Directed and managed in the UAE

1. Number of board meetings held during the Reportable Period?

2. Number of board meetings held in the UAE during the Reportable Period?

3. Was a quorum of directors physically present in the UAE for the board meetings held in the UAE?

4. Were all strategic decisions made during the board meetings held in the UAE?

5. Are the board minutes and company records maintained in the UAE?

6. Does the board of directors have the necessary knowledge and expertise to discharge their duties?

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Cancel

Not applicable if Holding Company Business Relevant Activity is selected

A. General information	✓
B. Branch details	✓
C. Reportable Period	✓
D. Updated information	✓
E. Financial information	✓
F. Relevant Activity information	✓
Banking Business	✓
G. Ownership information	✓
Directed and managed in the UAE	✓

Declaration

1. Designated contact person

1.1 Name

1.2 Designation

1.3 Phone

1.4 Email

2. I confirm that the Licensee has adequate:

(a) qualified employees;

(b) expenditure;

(c) physical assets;

in the UAE in respect of its Relevant Activity(ies) for the Reportable Period.

Not applicable if Holding Company Business Relevant Activity is selected

2(a) I confirm that the Licensee has complied with all its requirements to submit any documents, records, or information required under applicable laws in the UAE

2(b) I confirm that the Licensee has an adequate number of employees and physical premises in the UAE to undertake its Holding Company Business

Only applicable if Holding Company Business Relevant Activity is selected

Declaration (selected)
Preview and summary

A. General information	✓
B. Branch details	✓
C. Reportable Period	✓
D. Updated information	✓
E. Financial information	✓
F. Relevant Activity information	✓
Banking Business	✓
G. Ownership information	✓
Directed and managed in the UAE	✓
Declaration (selected)	
Preview and summary	

Declaration

Not applicable if Holding Company Business Relevant Activity is selected

3. I confirm that the Licensee is directed and managed in the UAE in respect of its Relevant Activity(ies)

4. Provide financial statements

You can select 10 files.

5. Additional documentation (optional field)

You can select 10 files.

6. Additional information (optional field)

7. I confirm that the information provided in the Economic Substance Report is complete and accurate, and acknowledge that there are sanctions for providing inaccurate information as per Article 15 of the Economic Substance Regulations

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UNITED ARAB EMIRATES
MINISTRY OF FINANCE



الإمارات العربية المتحدة
وزارة المالية

UAE Economic Substance Notification template

October 2020

Introduction	✓
Filing requirements	✓
A. Licensee Details (selected)	
B. Branch details	
C. Reportable Period	
D. Relevant Activities	
G. Declaration	
Preview and submission	

A. Licensee Details

1. Licensee Name ?

2. Does the Licensee have a dual license?

2.1 Commercial License/Trade License/Permit No. ?

2.2 Licensing Authority ?

3. Primary/Main Regulatory Authority

4. Place of establishment?

5. Registered office address ?

5.1 Registered office city

5.2 Registered office country

6. Legal form ?

7. Is the Licensee registered for VAT in the UAE?

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Introduction	✓
Filing requirements	✓
A. Licensee Details	✓
B. Branch details (selected)	
C. Reportable Period	
D. Relevant Activities	
G. Declaration	
Preview and submission	

B. Branch details

1. Are you reporting the Relevant Activity of a branch?

2. Please provide details about the branch:

1	 
<p>2.1 Commercial Licence/Trade License/Permit No.</p> <input type="text"/>	
<p>2.2 Licensing Authority</p> <input type="text"/>	

Add new branch details

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Introduction	✓
Filing requirements	✓
A. Licensee Details	✓
B. Branch details	✓
C. Reportable Period (selected)	
D. Relevant Activities	
G. Declaration	
Preview and submission	

C. Reportable Period for Economic Substance purposes

The Reportable Period is the financial period to which the Notification relates that commenced on or after 1 January 2019. The end of the Reportable Period should correspond to the financial year end of the business, and the period that financial statements (if any) are prepared for. Licensees are required to include the "start" and "end" date of the relevant financial period as illustrated in the following examples:

A Licensee has a financial year that corresponds to the Gregorian calendar year:

Start date: 1 January 2019

End date: 31 December 2019

A Licensee is incorporated on 1 October 2019 and has a 31 March 2020 financial year end (short period of account):

Start date: 1 October 2019

End date: 31 March 2020

A Licensee is incorporated on 1 January 2019 and has a 31 March 2020 financial year

end (long period of account):

Start date: 1 January 2019

End date: 31 March 2020

Following the first long period of account, the Licensee's subsequent Notification would cover the following Reportable Period:

Start date: 1 April 2020

End date: 31 March 2021

A Licensee incorporated on 1 July 2018 with a 30 June 2019 financial year end would not be required to submit a Notification for this period, as the Regulations apply to financial years commencing on / or after 1 January 2019. The first reportable period for such Licensee would be:

Start date: 1 July 2019

End date: 30 June 2020

The Reportable Period is always the financial period preceding the financial period in which the Notification is required to be submitted.

Start date

End date

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Introduction	✓
Filing requirements	✓
A. Licensee Details	✓
B. Branch details	✓
C. Reportable Period	✓
D. Relevant Activities (selected)	
G. Declaration	
Preview and submission	

D. Relevant Activities

1. Did the Licensee carry on a Relevant Activity (as defined under Article 4 of the Economic Substance Regulations) during the Reportable Period? ⓘ

2A.	2B.	2C.	2D.
Please indicate which Relevant Activity(ies) the Licensee carried on during the Reportable Period?	Did the Licensee earn income from the Relevant Activity during the Reportable Period?	Is the income earned from the Relevant Activity subject to tax outside the UAE?	Regulatory Authority (RA)
<div><input type="checkbox"/> Banking Business</div> <div><input type="checkbox"/> Insurance Business</div> <div><input type="checkbox"/> Investment Fund Management Business</div> <div><input type="checkbox"/> Lease-Finance Business (Leasing)</div> <div><input type="checkbox"/> Lease-Finance Business (Financing)</div> <div><input type="checkbox"/> Headquarters Business</div> <div><input type="checkbox"/> Shipping Business</div> <div><input type="checkbox"/> Holding Company Business</div> <div><input type="checkbox"/> Intellectual Property Business</div> <div><input type="checkbox"/> Distribution and Service Centre Business (Distribution)</div> <div><input type="checkbox"/> Distribution and Service Centre Business (Service Centre)</div>			

Introduction	✓
Filing requirements	✓
A. Licensee Details	✓
B. Branch details	✓
C. Reportable Period	✓
D. Relevant Activities (selected)	
G. Declaration	
Preview and submission	

D. Relevant Activities

2E. Did you answer 'No' to all of the applicable activities in question 2B?

If you selected 'Intellectual property business' in Question 2A, please confirm if the Licensee is a High Risk IP Licensee ?

Introduction ✓

Filing requirements ✓

A. Licensee Details ✓

B. Branch details ✓

C. Reportable Period ✓

D. Relevant Activities ✓

E. Exemptions (selected)

F. Ownership information

G. Declaration

Preview and submission

E. Exemptions

1. Please confirm if the Licensee meets the definition of an 'Exempted Licensee' (that is not required to demonstrate economic substance in the UAE and is exempt from filing an Economic Substance Report), and if so, please complete question 1A, 1B, 1C, 1D, or 1E (whichever is applicable). ?

☐ 1A. I confirm that the Licensee is (i) wholly owned by UAE national or UAE resident individuals that reside in the UAE, (ii) is not part of a multinational group, and (iii) only operates in the UAE. ?

☐ 1B. I confirm that the Licensee is an Investment Fund as defined in the Regulations ?

☐ 1C. I confirm that the Licensee is a special purpose vehicle or investment holding company of an Investment Fund as defined in the Regulations ?

☐ 1D. I confirm that the Licensee is resident for tax purposes in a jurisdiction other than the UAE ?

☐ 1E. I confirm that the Licensee is a UAE branch of a foreign company and all income of the UAE branch is subject to tax in the jurisdiction of the foreign company ?

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Introduction	✓
Filing requirements	✓
A. Licensee Details	✓
B. Branch details	✓
C. Reportable Period	✓
D. Relevant Activities	✓
E. Exemptions	✓
F. Ownership information (selected)	
G. Declaration	
Preview and submission	

F. Ownership information

1. Parent Company

The Parent Company of the Licensee is the entity that directly:

(a) holds a majority of voting rights in the Licensee; or

(b) has the right to appoint or remove a majority of the boards of directors of the Licensee; or

(c) controls alone, pursuant to a joint arrangement with other shareholders or members, a majority of the voting rights in the Licensee; or

(d) has the right to exercise, or actually exercises, dominant direct influence or control over the Licensee.

1.1 Name ?

1.2 Tax identification Number ?

1.3 Address ?

1.4 Country of tax residence ?

Introduction	✓
Filing requirements	✓
A. Licensee Details	✓
B. Branch details	✓
C. Reportable Period	✓
D. Relevant Activities	✓
E. Exemptions	✓
F. Ownership information (selected)	
G. Declaration	
Preview and submission	

F. Ownership information

2. Ultimate Parent Company

The Ultimate Parent Company of the Licensee is an entity of a group that:

(a) owns directly or indirectly a sufficient interest in the Licensee or the Exempted Licensee such that it is required to prepare consolidated financial statements under applicable accounting standards or would be so required if its equity interests were traded on a public securities exchange in its jurisdiction of tax residence; and

(b) there is no other entity in the group that owns directly or indirectly a sufficient interest in such entity such that it is required to prepare consolidated financial statements under applicable accounting standards, or would be so required if its equity interests were traded on a public securities exchange in its jurisdiction of tax residence.

2.1 Name ?

2.2 Tax identification Number ?

2.3 Address ?

2.4 Country of tax residence ?

Introduction	✓
Filing requirements	✓
A. Licensee Details	✓
B. Branch details	✓
C. Reportable Period	✓
D. Relevant Activities	✓
E. Exemptions	✓
F. Ownership information (selected)	
G. Declaration	
Preview and submission	

F. Ownership information

3. Ultimate Beneficial Owner ('UBO')

The Ultimate Beneficial Owner of the Licensee is an individual who owns directly or indirectly twenty five percent (25%) or more of the share capital of a Licensee. A Licensee may have one or more Ultimate Beneficial Owners.

Is there an individual who owns directly or indirectly twenty five percent (25%) or more of the share capital of a Licensee?

1

3.2 UBO type ?

3.3 Name ?

3.4 Tax Identification Number ?

3.5 Address ?

3.6 Country of Tax residence ?

Add new UBO (maximum 4)

Introduction	✓
Filing requirements	✓
A. Licensee Details	✓
B. Branch details	✓
C. Reportable Period	✓
D. Relevant Activities	✓
E. Exemptions	✓
F. Ownership information	✓
G. Declaration (selected)	

Preview and submission

G. Declaration

1. Designated contact person

The dedicated contact person can be anyone who has the authority to respond to queries raised by, and provide further documents and other information to, the Regulatory Authority or the National Assessing Authority.

Examples of a "Designated Contact Person" include:

- The Licensee's General Manager;
- The Licensee's Director; or
- The Licensee's Compliance Officer.

Name

Designation

Phone

Email

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