



PAY LESS GET MORE

**CONTROLLED & MANAGED
PRO SOLUTION**

A platform that can put you in full control.



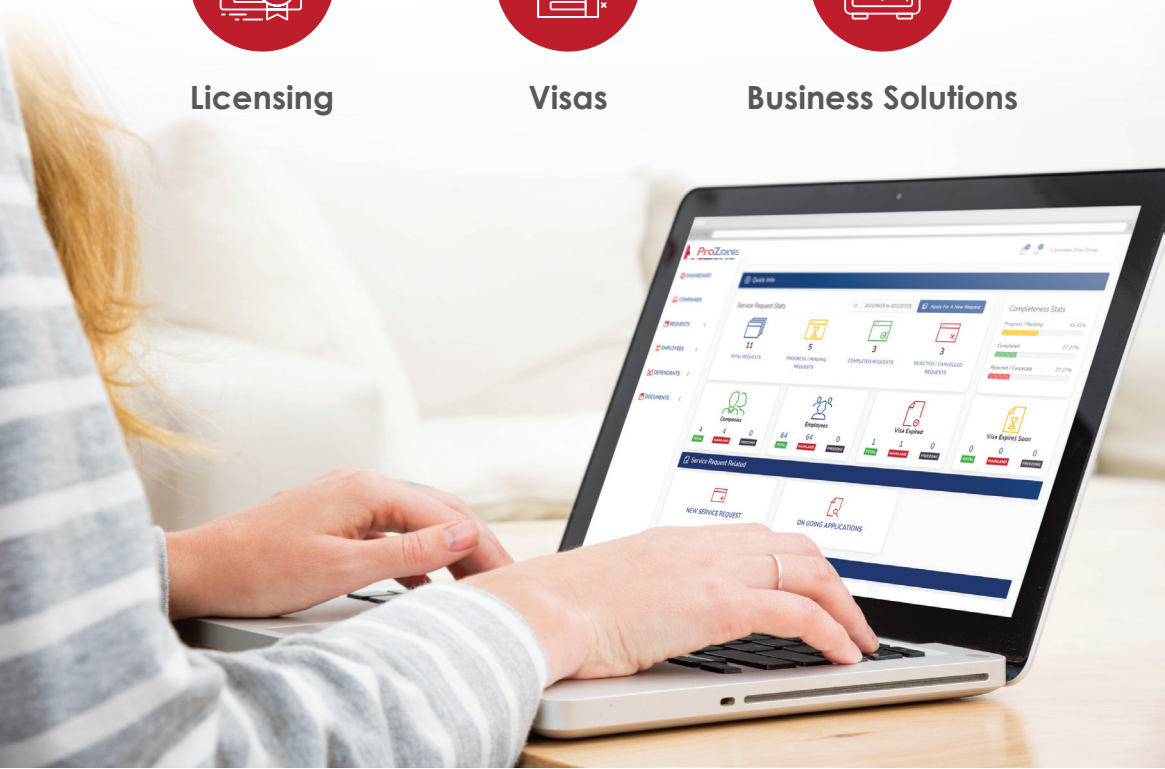
Licensing



Visas



Business Solutions



PRO Zone is a cloud-based platform built to enhance the business process significantly. We offer our platform to the clients to improve their current business processes.

We currently focused on PRO services all across the UAE, and its a solution to process, organized & managed all kinds of Government transactions.

Our progress roadmap introduces new features and services that will eventually become a part of the corporate and consumer platform.

Automation is fast becoming an integral part of the consumer's experience. We are using technology to simplify the PRO services process to meet the client's expectations.

The **PRO Zone** Advantage

Technology Benefits

- Client, employee and family records
- Keeping & updating company licenses records
- Real-time notification for renewals, reminders and workflows
- Secure cloud base portal

Services Benefits

- Get control of your Government transactions
- Professional team for all government related processes
- Compliant and transparent services
- Full workflow and job cost management

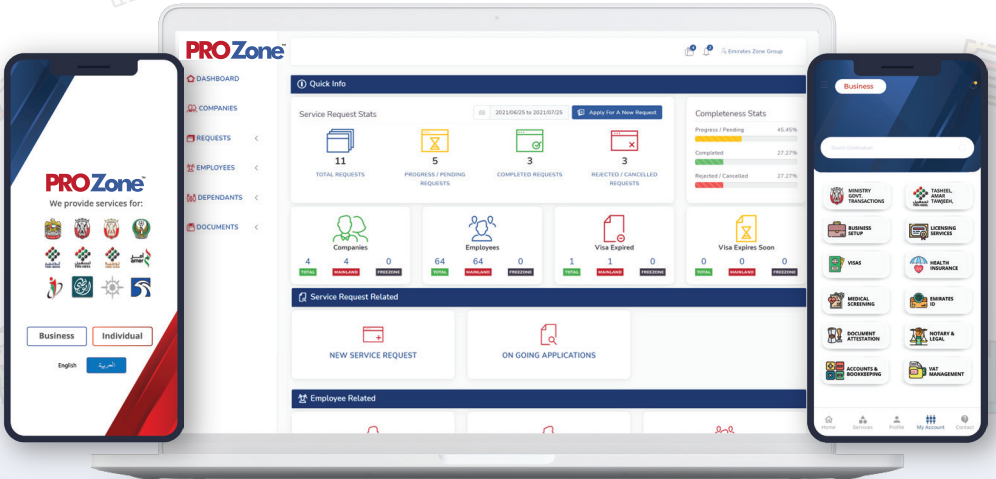


PROZone™



PAY LESS GET MORE

Our cloud based platform allows you to track, monitor and manage all your transactions hassle-free.



Track & Monitor Process

Monitor, application process in real-time.



Document Management

Manage all your documents from one place.



Client Dashboards

Easy to navigate dashboard for client and employees.



Email Notifications

Regular notifications related to task updates.



Process Flow Chart

Up to date process flow chart and job status.



Surveys

Regular surveys for service evaluation.

COMMERCIAL LICENSING SERVICES

Our professional teams provide comprehensive services for the issuance of all kind of corporate licenses and renewals. In addition, our professional team of experts assist you through the compliance and interaction process of governments and legal departments. Our work involves a wide range of business processes for local and foreign companies.

LICENSE REGISTRATION & RENEWALS

- Covering all forms of LLC, Establishment, Foreign Branch
- New registrations & renewals
- Complex activity planned
- Bespoke and template solution for compliant document production
- Translation and attestation support
- Clear Process tracking and costing

GOVERNMENT & DEPARTMENT

- Ministry of Economy for Branch Registration
- DED for commercial licensing
- Chamber of commerce for activity registrations
- Ministry of Labour and WPS for employers obligation
- Ministry of Interior for immigration transactions.
- Supreme petroleum council for oil and gas approvals
- Land registration department for tenancy contracts
- Customs
- Waste management
- Department of Municipal Affairs and transport
- FTA and department of finance for tax related matters
- All other relevant departments as required

CORPORATE RECORDS

PRO Zone application designed according to the PRO system's workflow process where the client can also maintain and easily manage their corporate records within the system. The platform also notifies the expiries and other vital dates & notification to keep the client updated.

- Single-Dashboard view
- Manage compliance with all government departments
- Single source record for accessing all licensing processes and records
- Workflow, notification and reminders for critical deadlines
- Bespoke and standard forms and templates
- Manage internal access rights

EMPLOYMENT VISAS

Employment Visa process services for the new visa issuance & processing of renewal. Managing your employees' residence and work permit status, including all government filings and deadlines, our platform puts you back in control.

VISA PROCESSING

- Quota management
- Immigration approvals
- Offer letters, employment contracts
- Entry permits
- Medical Testing
- Insurance Cards
- Emirates ID
- Visas stamping
- Termination and Modification
- Collection and delivery

SECURITY PASSES

- Registration and maintenance of company files
- Letter of Assistance
- Quota management
- Security pass issuance and cancellation
- CICPA security passes.

MISSION VISA

- Quota management
- Immigration approvals
- Entry permits
- Medical insurance
- Visa issuance.

EMPLOYEE RECORDS

PRO Zone also assist you with a complete workflow solution for processing all types of employment visas and associated requirements with employee records features.

- Single Dashboard view
- Store and retrieve data and documents of your employees
- Workflows notification and reminders of critical deadlines
- Bespoke and standard forms and templates
- All visa processing requirements are mapped out and automated
- Help features process diagram and FAQ's
- Manage Internal access rights
- Job costing and KPI Reporting

NON EMPLOYMENT VISAS

Our platform has the feature to record and process family/dependent visas for your employees. i.e (Wife, children, parents, maid etc,)

- Family Visa
- Dependent Visas
- Parents Visa
- Maid and Driver Visas
- Tourist Visa

ATTESTATION, NOTARIZATION & TRANSLATION SERVICE

We assist our clients with the attestation, notarization & translation services for their business and personal documents, accepted by relevant authorities in the UAE.

With our team of legal and local translators, overseas experts and attestation procedures, the process is quite simple professional & get completed on time.

- Document production
- Foreign and local attestation
- Translation support
- Document tracking

CONTRACTOR & VENDOR REGISTRATION / PREQUALIFICATION

To build and preserve a network of services provider of quality ADNOC Vendor registration is required. The ADNOC vendor registration is a process that qualifies vendors and service providers who wish to work within ADNOC. Upon accepting the registration profile, a prequalification questionnaire initiated through ARIBA based on Supplier Type and applied Products and Services.

- Contractor & Vendor Registration
- Supreme Petroleum Council approvals
- Engineering Construction and others enhance classification registration

ACCOUNTING / BOOKKEEPING & VAT

Managing accounts is an integral part of any business, our professional team is here to help you with Accounting, bookkeeping, VAT, and Payroll, so that you can focus on your business. We also offer advisory services to help your company move forward and reach new heights.

PROZone™

We cover all services provided by Tasheel & Ministries



TASHEEL | MOHRE | MOL | MOI | DED | AMER
Chamber of Commerce | Notary
Ministry of Economy | Ministry of Foreign Affairs
Government & Semi Government Transactions

Get in touch with us now



+971 50 134 6022
+971 2 666 6676



info@prozone.ae
www.prozone.ae



Office M-3, Mr Baker Building
Al Khalidiya, Abu Dhabi, UAE.



/PROZone



@PROZone



@PROZone



/PROZone