



AL HAMRA

RENEWAL LEASE CHECKLIST

In order to renew an apartment or a villa from Al Hamra, you will be required to submit the following documents: -

- Client Application Form filled and signed by the tenant.
- ID copy of tenant (Updated Passport copy, Emirates ID).
- Receipts for all payments made by tenant (Online Transfers / Cash / Cheque/ 5% Municipality Registration Fee).
- Cheque copies with receipts.
- For a company:
 - » Trade license of Company
 - » Passport of the company owner and tenant
 - » Residency visa of the tenant
- If tenant has submitted company cheques, then the ID of authorized signatory
- Discount approval email, if discount provided on the approved Lease Price.
- AHRED Contract signed off by the client.
- Municipality contract signed off by client
- Latest utility bill on unit
- Latest utility bill on unit