

Request for Copy of Document

Requester's Information

To be filled by the requester:

- All fields marked with an asterisk (*) are mandatory
- Handwritten Applications are not accepted
- This form should be signed and stamped by an authorized person

Date:

CONTACT DETAILS:

Requestor's Name: *	Company Name: *	Emirates ID Number *
P. O. Box *:		E-Mail *
City *		Office Telephone *
Country:		Mobile *
Required document details:		
Area *		
Plot No *		
Document Type *		
Document Reference		
Purpose		

Authorized Signature: _____ Stamp: _____

This form should be submitted along with the following documents in 'pdf' format:

• Industrial or Commercial Units

- Client Authorization Letter
- Copy of Trade license
- Lease Agreement

Please apply Online through your Trakhees account.

• Residential Units

- Client Authorization Letter
- Title Deed
- Passport copy with visa page

Please e-mail the request along with above mentioned documents to ced.doc@trk.pcfcc.ae.

If your request is not responded within *two working days*, please contact Trakhees Civil Engineering Division on +971 4 4485 900