

1:Original id of president ,deputy and share holders with two copies of (id must be verified by the population record office of the ministry of interior affairs)

2: Four photos of president, deputy and share holders

3: Their physical presence

4: original and copy of the agreement for the rented office if you haven't any letter from property dealer kindly approve it the letter with district mark.

5: while having a permit provide copy of tax clearance from the finance ministry

6:copy of the id of the medium

7:while having a duplicate id bring the copy of the original one. If you don't have copy of the original the general directorate of central business registry will give the applicant an inquiry letter to the general directorate of population record.