



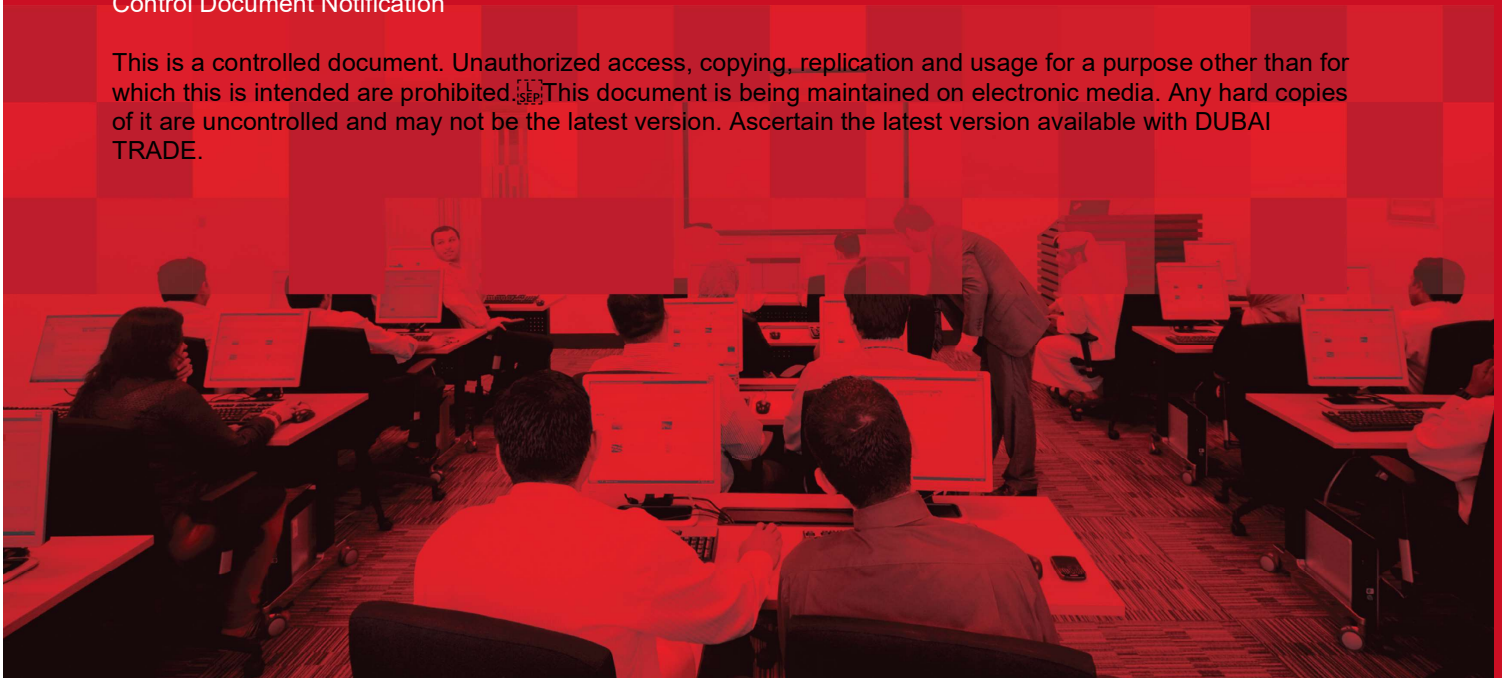
JAFZA eSERVICES Non Competition Contract Approval User's Manual

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DOCUMENT DETAILS

Document Information

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Version	Date	Name	Designation	Comments

Distribution

Version	Location

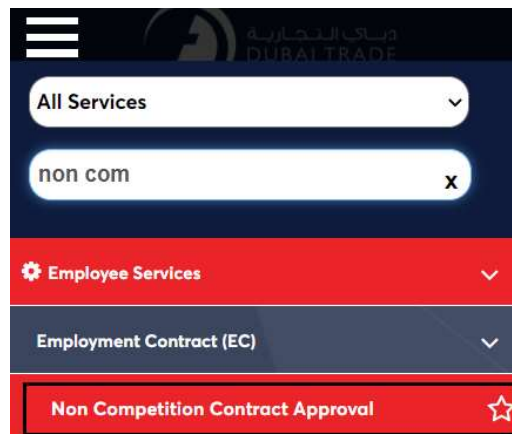
Non Competition Contract Approval

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This service is to apply for Non Competition Contract for the Employee(s) working in companies registered with JAFZA.

Navigation:

1. Login to **Dubai Trade**
2. Go to **Employee Services** from the menu on the left
3. Then under **Employment Contract (EC)** Go to **Non Competition Contract Approval**



4. The below screen will be displayed where you can **View** or **Search for SR**.

5. Click **Create New Request**

6. Enter the details and click **Save and Continue**

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Jafza Non Comp Contract

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Service RequestSummaryPayment Confirmation

Use this page to create/modify a request for Non Competition Contract. Once you have entered atleast the mandatory information, you can :

Click on Save and Continue to save the request. Saved requests can be retrieved later using Search, modified if needed and Submitted for Approval/Submitted to Freezone.

Please wait for the rest of the details to load after selecting/entering the Employee Number.

Company Name:International FZE

Company Id11265

Non Competition Period *Search and Select

Employee Number *

Request Reason

Jafza Comments

Save and Continue

7. Review the details and click **Confirm and Continue**

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Service RequestSummaryPayment Confirmation

Details of the selected request are given below.

Company Name:Middle East And Africa FZCO

SR Number: 20052670

Non Competition Period1 calendar year

Employee Number1340600

Edit

Confirm and Continue

8. Click **Submit to FreeZone**

Jafza Non Comp Contract

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Service RequestSummaryPayment Confirmation

Use this page to re-confirm the details entered for a request. Once you have verified the information, you can either:

Click on the Submit to Freezone button to initiate the request processing.

Click on the back button to go to request Overview page.

Please re-confirm the following details before forwarding to FZ Admin. Clicking on Submit to Freezone will reserve the payment for the request from your portal balance.

Current Balance Amount

(Deposit minus amount reserved for submitted requests)

922,196.97 AED

Total Charge Amount:300.00 AED

Total VAT Amount:0.00 AED

Total Charge Amount with VAT:300.00 AED

SR Number	Employee	Customer	Status
20052670	KARIM	Middle East And Africa FZCO	Saved


Submit to FreeZone

Non Competition Contract Approval

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The below confirmation will be displayed

Jafza Non Comp Contract



Back

✓

Service Request

✓

Summary

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Payment Confirmation

✓

Your request has been forwarded to the Free Zone for processing. A charge of 300.00 AED and VAT amount 0.00 AED has been reserved for the same.

SR Number	Employee	Customer	Status
20052670	KARIM	Middle East And Africa FZCO	Submitted to Free Zone

