



HOW TO INCREASE YOUR VISA QUOTA?

Submit a service request (SR) on DMCC Member Portal

GO TO

1. Employee Services
2. Apply for Exceptional Visa Quota

WHAT'S THE ELIGIBILITY CRITERIA FOR EXCEPTIONAL VISA QUOTA?

- Company should be operating from a physical office
- All the existing visa quotas must be utilised
- Company licence and lease are active and updated on DMCC records
- Company is in good financial standing, and no winding-up process is under way

WHAT ARE THE STEPS?

STEP 1

Raise the SR 'Apply for Exceptional Visa Quota' on DMCC Member Portal

STEP 2

Fill in the form and save the SR

STEP 3

Upload the justification letter and proceed with payment

STEP 4

Receive a notification confirming the submission

STEP 5

Receive approval from DMCC

Additional visas will be reflected under 'Requested Additional Visa'.

Total visas allowed will be under the portal balance section on the home screen.

FOR MORE DETAILS, PLEASE VIEW THE FULL GUIDELINES BY VISITING THE DMCC HELP CENTRE AT **WWW.DMCC.AE/HELPCENTRE**