



GUIDE TO AMENDING INFORMATION IN VISAS

Updating information in your visa is an essential step to ensure a hassle-free stay in the UAE. Ras Al Khaimah Free Trade Zone (RAK FTZ) serves as a one-stop shop for a variety of services, including visa and administration services. Below is a simple, step-by-step guide designed to walk you through the process of modifying information in any type of UAE visa.

1

COMPLETE AN ONLINE APPLICATION

Fill out the "Visa Data Modification" form, available at www.rakftzeservices.com under "Other Services section". Once the application is completed, print it out, sign it, and email it to visanotification@rakftz.com along with the required documents mentioned in the application.

Note: Requests that require original documents such as passport or entry permit must be submitted directly to RAK FTZ Government Services desk.

2

PROCEED WITH PAYMENT

Once you have submitted your request, you will receive an invoice. Proceed with payment. For your convenience, the payment can be completed in any of the following methods:

1. Cash at any of the RAK FTZ offices in Ras Al Khaimah, Dubai, or Abu Dhabi
2. Bank transfer to the account detailed on your invoice
3. Online, by following the customised link on your invoice



3

COLLECT YOUR ORIGINAL DOCUMENT

You will be contacted once the visa data modification is done. You can now collect your original document from our Government Services desk.

For details related to the required documents, fees and rules, please refer to our checklist available at www.rakftzeservices.com.