

Application Guideline

Dependents Visa Services - Request for Residence Visa Cancellation

Table of Contents

Service to Select on Portal	2
Important Notes.....	2
Residence Visa Cancellation Steps	2
Requirements	3
Stage 1 Requirements	3
Stage 2 Requirements	3
Output	3
Further Information	3

Service to Select on Portal

Employment Services - Dependent Residence Permits (Visa) - Dependent Residence Permit (Visa) Cancellation

Important Notes

- To process the cancellation outside the country, the dependent must be outside the country for more than 6 months. Original passport is required if the dependent is outside the country for less than 6 months.
- All applications are subject to Dubai's General Directorate of Residency and Foreigners Affairs (GDRFA) rules & regulations.
- Sponsor's original Emirates ID card is required.

Residence Visa Cancellation Steps

Step 1: Complete the application form to apply for Dependent Residence Permit (visa) Cancellation on the DMCC portal.

Step 2: Upload the stage 1 required documents and proceed with the payment.

Step 3: Receive a notification for the company's representative to visit the DMCC typing counters to submit the original documents and sponsor's original Emirates ID card for residence visa cancellation form typing.

Step 4: Receive a notification confirming the submission of the online application to GDRFA.

Step 5: Receive a notification confirming the residence visa cancellation.

Step 6: Original passport with the cancellation document will be delivered by courier to the company.

Requirements

Stage 1 Requirements

Upload the required documents and proceed with the payment.

Documents
Dependent's passport copy with visa page
Sponsor's passport copy with visa page
Dependent's Emirates ID

Stage 2 Requirements

Submit the below documents at the DMCC typing counters for the typing of residence visa cancellation form.

Original	Copy	Documents	Remarks
<input type="checkbox"/>		Dependent's passport	Not required if the dependent is outside the country for more than 6 months.
<input type="checkbox"/>		Dependent's Emirates ID	
<input type="checkbox"/>		Sponsor's original Emirates ID	

Output

- Residence visa will be cancelled and the cancellation documents will be issued.

Further Information

- Visit our website at www.dmcc.ae or contact us at 600 54 DMCC (600 54 3622) or +971 4 424 9600.