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| **SAMPLE & GUIDANCE** |
| **Title:**  | Consent Letter for Registered Office Address - Post-Incorporation |
| **When to use this template?** | * If you appointed a Company Service Provider (“CSP”);
* If you are an Investment Company or Investment Partnership and will use the address of your investment manager as your registered office address;
* If you are an Association and wish to use the office of a CSP, or Registered Office Provider as your registered office address;
* If you are an exempt entity and wish to use the office of an entity related to you as your registered office address;
 |
| **How to complete the template:** | 1. Copy the text and fill in the required information that is specific to your entity.
2. Print on letterhead of the CSP/the entity offering the use of its registered office address;
3. Delete optional clauses in italic font (if not applicable), the square brackets and the endnotes.
4. The authorised signatory of the CSP/the entity offering the use of its registered office address should sign the letter. If authorised signatories have joint signing power, then at least two authorised signatories must execute the document.
5. Note that electronic signature is acceptable.
 |
| **Contact:** | For further questions regarding this document, please contact:ADGM.Registration@adgm.com |

Date: [day/month/year]

To: The Registration Authority

Abu Dhabi Global Market

3rd Floor, ADGM Building

Abu Dhabi Global Market Square

Al Maryah Island, Abu Dhabi, UAE

Dear Sir / Madam,

RE: [insert name of the registered entity and registration number][[1]](#endnote-1) (the “**Entity**”),

I, the undersigned, in my capacity as authorised signatory of [insert name of the CSP/the entity offering the use of its registered office address], having its registered office address[[2]](#endnote-2) at

[Office number]

[Number] Floor

[Name] Tower

Abu Dhabi Global Market Square

Al Maryah Island

Abu Dhabi, UAE

hereby consent for the Entity to use the above-mentioned address as the Entity’s registered office address for the purposes and in the manner required by section 74 of ADGM Companies Regulations 2020.

I, the undersigned, in my capacity as authorised signatory of [insert name of the CSP/the entity offering the use of its registered office address], undertake to inform the ADGM Registration Authority should the use of the registered office address by the Entity be cancelled or come to an end under any other circumstances or by the Entity.

|  |  |  |
| --- | --- | --- |
| Name of Authorised Signatory[[3]](#endnote-3) | Signature  | Date |
|  |  |  |

1. This is the entity (i.e. Foundation, SPV, Association, Investment Company, Investment Partnership), for which the registered office address is provided. [↑](#endnote-ref-1)
2. This is the registered office address of the CSP/the entity offering the use of its registered office address. Please note that only exempt SPVs/Foundations (<https://www.adgm.com/operating-in-adgm/company-service-providers/exempt-spvs-and-foundations>) may use the office of a related entity and investment companies/investment partnerships may use the office of the related fund manager. [↑](#endnote-ref-2)
3. Please add additional signature blocks if multiple authorised signatories are to sign jointly. [↑](#endnote-ref-3)