

## Tenant's Letter Head

P.O. Box [To be filled]  
Dubai, U.A.E

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To

Customer Relations Department  
MBC, Dubai Maritime City  
Dubai

NOC Purpose : [Please state the exact purpose for which NOC is requested]

Unit Reference : [Unit Number]

Name of Tenant : [Name of the tenant holding valid contract with DMC to be inserted]

Name of Consultant : [Name of consultant appointed by tenant to be inserted]

Name of Contractor : [Name of contractor appointed by tenant to be inserted]

Name of Sub Contractor : [Name of sub - contractor appointed by tenant to be inserted]

Subject : Request for DMC No Objection Certificate

Dear Sir,

This is in reference to DMC unit [please state unit number].

Kindly issue us an NOC for [Please state the exact purpose for which NOC is requested]. We hereby undertake the responsibility for all proposed works within our unit.

Thanks and Regards,

*Signature of the Requestor*

[Name of Representative - Contractor/Consultant of the Tenant]

[Designation of Requestor]

[Contact Number of Requestor]

**Attachments to be submitted along with this letter:**

*Copy of contractor/consultant appointment letter by the tenant*

*Copy of subcontractor/contractor appointment letter by the consultant [Where applicable]*  
*Trade license of tenant/consultant/contractor/subcontractor [Please attach all]*  
*Full set of Design drawings in A3 [2 copies]*