



Approval Request to Increase/Decrease a company's Capital  
(General Partnership- Simple Limited Partnership- Limited Liability Company)

**Dear Mr. Head of Companies Affairs Department**

We kindly seek your approval of the afore-mentioned request as per the provisions of law no. (11) of 2015, amended by law no. (8) of 2021, and Commercial Record law no. (25) of 2005.

**Company's Information:**

Name:.....

Commercial Registration Number:.....

**Type of company requested for modification:**

- Limited Liability Company  
 Limited Liability Company owned by one person  
 General Partnership  
 Simple Limited Partnership

**The following documents are attached:**

1. A letter to Companies Affairs Department to increase/decrease the capital, signed by the company's manager.
2. Authorized person's proof of identity.
3. A copy of valid commercial registration.
4. A copy of the Article of Association and the contract, verified by Ministry of Justice.
5. Modified establishment contracts.
6. Fill Commercial registration form.
7. Partners' acknowledgement to increase/decrease the capital.
8. Auditor's opinion on increasing the company's capital.
9. A copy of last budget.
10. Any other documents requested by the department.

**\*I acknowledge that the above-mentioned information and documents are correct, and here by I shall be held responsible if the provisions of the afore-mentioned law were violated.**

Applicant's name:..... ID number:.....

Signature:..... Date:.....