



Required Legal Documents

PART THREE Documents for Application A: Establishing a Kuwaiti Company

A. Mother company documents

1. A certified copy of the Mother Company's Memorandum and Articles of Association, and a certificate evidencing its existence. *
2. A written approval from the concerned authority at the Mother Company **stating the intention to establish a company (SPC, W.L.L or Shareholding) in the State of Kuwait under KDIPA Law No. 116\2013**, such that this approval shall be explicit and unconditional to any other approval inside or outside the State of Kuwait. *
3. Copies of certificates and registration numbers of trademarks, patents, industrial and technological designs registered in its name, both inside the Mother Company's country of origin, and outside it including in the State of Kuwait (If applicable). *

B. Documents for the Investment Entity to be Established

1. A hard copy and an electronic copy of the project's initial study.
2. Legal document supporting the designated for managing the Investment Entity to be established in the State of Kuwait issued by the concerned authority in the Mother Company and showing the scope and date of its validity. *
3. Copy of the Civil ID or the Passport of the investment entity manager.

C. Copies of the investment entity requirements

1. Lists of imports, costs, sources of origin, and value. **(KDIPA's equipment chart)**
2. Total national and foreign labor and the percentage of each according to the nature of the work, annual cost, and the proposed internal and external training programs. **(KDIPA's labor requirement chart)**

D. Documents for the Applicant

1. A copy of the applicant's Civil ID or Passport.
2. A Power of Attorney/ Authorization Letter from the shareholders/ partners to the applicant. *

Documents for Application B: Branch of the Mother Company

A. Mother company documents

1. A certified copy of the Mother Company's Memorandum and Articles of Association, and a certificate evidencing its existence. *
2. A certificate of the Commercial Register of the Mother Company indicating the latest amendments or changes incurred. *
3. A written approval from the concerned authority at the Mother Company stating the intention to open a Branch in the State of Kuwait under the law 116/2013, such that this approval shall be explicit and unconditional to any other approval either inside or outside the State of Kuwait. *
4. Original copy of the latest audited Financial Statements of the Mother Company. *
5. A list of all branches established in the country of origin of the Mother Company and abroad including in the State of Kuwait. *
6. Copies of certificates and registration numbers of trademarks, patents, industrial and technological designs registered in its name, both inside the Mother Company's country of origin, and outside it including in the State of Kuwait (If applicable). *
7. A commitment by the Mother Company to fulfill any obligations resulting on the "Branch" under establishment in the State of Kuwait. *
8. A list of the owners \ board of directors of the mother company with their nationalities and the percentage of their ownership from each of them and the name of the authorized person to sign on their behalf.

B. Documents for the Branch to be Established

1. Legal document supporting the designated for managing the "Branch" to be established in the State of Kuwait issued by the concerned authority in the Mother Company and showing the scope and date of its validity. *
2. A hard and an electronic copy of the project's initial study (according to the introductory guide).
3. Lists of imports, costs, sources of origin, and value. **(KDIPA's equipment chart)**
4. Total national and foreign labor and the percentage of each according to the nature of the work, annual costs, and the proposed internal and external training programs. **(KDIPA's labor requirement chart)**



C. Documents for the Applicant

1. A copy of the applicant's Civil ID or Passport.
2. A Power of Attorney/ Authorization Letter from the shareholders/ partners to the applicant. *

***Note: The Legal documents require the following actions to be taken prior to the official submission :**

1. Original copy in English certified by the Embassy of the State of Kuwait in the country of origin of the Mother Company and certified by the Ministry of Foreign Affairs in the State of Kuwait.
2. A translated copy in Arabic certified by the Ministry of Justice in the State of Kuwait.