|  |  |
| --- | --- |
| **SAMPLE & GUIDANCE** | |
| **Title:** | Resolution - Change of Registered office Address |
| **When to use this template?** | * If the Company wishes to change its registered office address as appears on the commercial license and the ADGM RA public register |
| **How to complete the template:** | 1. Copy the text and fill in the required information that is specific to your entity. 2. Delete optional clauses in italic font (if not applicable), the square brackets and the endnotes. 3. If there is only one director appointed, the resolution can be executed solely by this director. 4. If there are several directors appointed, then the entire board must execute this resolution, unless documentary evidence acceptable to the ADGM RA can be provided for a single board member to bind the entire board. 5. Note that electronic signature is acceptable. |
| **Contact:** | For further questions regarding this document, please contact:  ADGM.Registration@adgm.com |

**RESOLUTION OF THE BOARD OF DIRECTORS**

**OF**

**[insert company name]**

**DATED**

**[insert date]**

We, being all the directors of [insert company name] (the ‘Board’), a [private company limited by shares/private company limited by guarantee][[1]](#endnote-1) organised and existing under the laws of Abu Dhabi Global Market, with registration number [xxxxxxxxx] having its registered address at [insert registered office address][[2]](#endnote-2) (the “Company”), hereby consent to the adoption of the following resolutions:

**CHANGE OF REGISTERED OFFICE ADDRESS:**

RESOLVED, that the registered office address of the Company be changed to the following:

[Office number]

[Number] Floor

[Name] Tower

Abu Dhabi Global Market Square

Al Maryah Island

Abu Dhabi, UAE[[3]](#endnote-3)

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[insert Director’s name] [insert Director’s name][[4]](#endnote-4)

[COMMENT - Change of Registered Office Address]: Issue: Required item not found: Signature block  
Severity: Medium  
Suggestion: Add a clear signatory block showing name, designation, and date.  
Citation: N/A

[COMMENT - Change of Registered Office Address]: Issue: Required item not found: Essential clauses (example: directors' powers / shares)  
Severity: Medium  
Suggestion: Ensure essential company clauses (e.g., directors' powers, shares/distributions) are present.  
Citation: N/A

1. Delete as appropriate. [↑](#endnote-ref-1)
2. This is the current registered office address of the Company as appears on the commercial license and the ADGM RA public register. [↑](#endnote-ref-2)
3. This is the new registered office address, which shall appear on the commercial license and the ADGM RA public register after the change was filed. [↑](#endnote-ref-3)
4. Please add additional signature blocks as applicable. [↑](#endnote-ref-4)