



Dubai Food District

Guidebook

Version 2.0
September 2026

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The expansion of the current
Fruit & Vegetable market area
will support our economic agenda and
create larger commercial and investment
opportunities in the food sector,
while ensuring National Food Security.

We have entrusted DP World with the
management, operation, and development of
the market, linking it with markets globally.

”

His Highness Sheikh Mohammed bin Rashid Al Maktoum





Foreword

We are happy to welcome you to the DP World community. We take great pleasure in presenting the revised version of the Service Guidebook for Dubai Food District Market. This comprehensive guide covers all services provided by the market.

This reference book will help you navigate through services while providing precise information and step-by-step procedures for availing them.

I hope the information will be valuable in efficiently availing the services.

We are constantly working to enhance our customers' experience. We welcome your valuable suggestions to make this publication more useful in the future. Once again, I welcome you to the DP World community.

Abdulla Al Hashmi

Global COO, Parks and Economic Zones,
DP World



About Dubai Food District

Dubai Food District is an ambitious project, strategically aligned with the Dubai Economic Agenda (D33). It exemplifies Dubai's commitment to economic growth, food security, and its goal to double the Emirate's economy by 2033, solidifying Dubai's position as a leading global economic center.

The market will provide a comprehensive ecosystem for food trade, offering advanced logistics, streamlined processes, and access to a vast global market. It will also create new investment opportunities and support business growth.

Enhancing the efficiency and reach of the global food supply chain will help ensure a greater variety of fresh produce and foodstuffs are available in the market, potentially at more competitive prices.

To know more visit: www.dubaifooddistrict.com

Call the dedicated 24/7 toll-free number **800 – 3283** for any queries.

DFD Office Hours

Monday to Thursday: 7:00 AM - 3:00 PM

Friday: 7:00 AM - 11:30 AM

Permit Services Hours

Monday to Saturday: 7:00 AM - 10:00 PM

Friday: 7:00 AM - 11:30 AM and 3:00 PM - 7:30 PM



1

Leasing Services



1 Leasing Services

1.1 New Facility Allocation

Description

Dubai Food District customers can use this service to request a new facility by following the required steps and submitting the necessary documents.

Process Steps

- › Customer contacts the DFD team through a walk-in visit, email, or phone call
 - DFD Office: <https://share.google/ZDnflaxe1eNjMuFqH>
 - Email: contact@dubaifooddistrict.com
 - Phone: 800 3283 (UAE) | +971 4 805 7010 (International)
- › Customer requirements and company details are verified
- › Suitable available facilities are identified
- › Customer is taken for a facility viewing
- › Selected facility is reserved and allocated under the company account
- › Lease terms and documentation are completed
- › New lease agreement is issued and signed
- › Documents Required

Documents Required

- › Valid Trade Licence
- › Tax Registration Certificate (if applicable)
- › Manager's Emirates ID or Passport
- › Company request letter indicating:
 - › Business activities
 - › Required facility/space size



Fees

- Base rent
- Service charges (if applicable)
- Electricity charges (if applicable)
- Security deposit

Processing Time

3 Working Days

1.2 Lease Renewal

Description

Dubai Food District companies can use this service to renew their lease agreement by following the required steps and submitting the necessary documents.

Process Steps

- › Log in to the Dubai Trade Portal using your registered credentials.
- › Navigate to Lease & Facility Management → Lease Management → Renew Lease – Approval.
- › Edit the Service Request (SR), review and accept the renewal, and submit.
- › At the next stage, edit the SR and update the payment details.
- › Complete the lease signing through the DocuSign email sent to the company's registered email address.
- › Once signed and payment is completed, the lease renewal process is finalised.

Documents Required

- Valid Trade Licence
- Third Party Insurance
- Annual Pest Control Contract
- Valid DCD 24/7 Monitoring Subscription Contract
- Fire Alarm Annual Maintenance Service Agreement

Fees

Calculated based on the lease agreement

Processing Time

1 Working Day

1.3 Sub Lease

Description

Dubai Food District customers can use this service to sublease facilities by following the required steps and submitting the necessary documents.

Process Steps

- › Visit the Dubai Food District office to initiate the leasing process.
 - DFD Office:
 - Email: contact@dubaifooddistrict.com
 - Phone: 800 3283 (UAE) | +971 4 805 7010 (International)
- › Meet with the Commercial Team to discuss your requirements.
- › Submit the required documents for verification.
- › Tour the available facilities.
- › Confirm the preferred facility.
- › Complete the lease formalities and applicable payments.
- › Receive the lease agreement and facility handover details.

Documents Required

- › Signed Sublease Application Form
- › Valid Trade Licence of both the Sublessor and the Sublessee
- › Request letter from the Sublessor
- › No Objection Letter (NOL)
- › Tenancy Contract between the Sublessor and the Sublessee

Fees

The 10% fee shall be calculated based on whichever is higher: the value stated in the sublease agreement between the Sublessor and the Sublessee, or the area-based calculation.

Processing Time

1 Working Day



1.4 Facility Transfer Request

Description

Dubai Food District customers can use this service to transfer a facility by following the required steps and submitting the necessary documents.

Process Steps

- › Visit the Dubai Food District office to initiate the request.
- › Meet with the Commercial Team to discuss your business and facility requirements.
- › Submit the required documents for verification.
- › Review and select a suitable facility.
- › Receive the commercial proposal and applicable charges.
- › Complete the lease documentation and payment.
- › Sign the lease agreement and receive the facility allocation.

Documents Required

- › Signed Transfer Application Form (to be signed at the DFD office)
- › Valid Trade Licences of both parties
- › Power of Attorney (if applicable)

Fees

Transfer fee + 20% increase on the previous rental charges

Processing Time

3 Working Days



1.5 Facility Termination

Description

Dubai Food District customers can use this service to cancel or terminate their facility or lease by following the required steps and submitting the necessary documents.

Process Steps

- › Visit the Dubai Food District office and approach the Commercial Team.
- › Submit the facility termination request and required documents.
- › Commercial Team reviews and verifies the request.
- › Complete any outstanding payments and clearance requirements.
- › Final inspection of the facility is conducted (if applicable).
- › Sign the termination documents.
- › Receive confirmation of lease termination and account closure.

Documents Required

- › Signed request letter from the customer
- › DEWA bill for the last three months

Fees

Occupation period rent + three months' rent (applicable if prior notice is not provided).

Processing Time

2 Working Days

2

Registration Services



2 Registration Services

2.1 New Company Registration

Description

This service is intended for newly registered companies requiring any services from DFD, including Leasing and Permits.

For Permit services, the company's trade license must include a Fruits and Vegetables Trading activity and must be based in Dubai.

This service will be also applied to the companies who want to avail the leasing service.

Process Steps

- › Submit the online application through the [Company Portal Registration](#)
- › Upload the required documents.
- › Application is reviewed by the Dubai Food District team.
- › Receive the approval notification.
- › Access the Company Portal upon successful registration.
- › Use the portal to apply for permit services

Documents Required

- › PRO photograph
- › Visa copy
- › Emirates ID copy
- › Ejari copy
- › Trade licence copy

Fees

AED 200 + VAT

Processing Time

3 Working Days



2.2 Apply for Permits

Description

Dubai Food District customers can use this service to obtain permits by following the required steps and submitting the necessary documents.

Process Steps

- › Log in to the Dubai Trade Portal using your registered credentials.
- › Navigate to Access & Permits → DFD Permits → New Permit Request.
- › Create a new permit request and complete the required details.
- › Review and submit the request for approval.

Documents Required

- › UAE Customs Declaration
- › Driver's passport copy or Emirates ID copy - if container is by road

Fees

- Daily Permit: AED 30 per permit
- Spare Parking: Daily parking fee + AED 8 per sqm
- Driver Lounge: AED 20 per day
- Power Supply Fees: AED 80

Processing Time

1 Working Day

Note: Under new permit, customer can apply for permit extension if permit is expired. Customers can apply for permit transfer if they have different annual parking in yards free of cost.



2.3 Update Company Profile

Description

Dubai Food District customers can use this service to update their company records in the Portal and ensure all official company information remains up to date for uninterrupted service delivery.

Process Steps

- › Log in to the Dubai Trade Portal using your registered credentials.
- › Navigate to Access & Permits → DFD Permits → Update Company Information.
- › Create a new request and update the required company information.
- › Review and submit the request for approval.

Documents Required

- › To add or update PRO details:
 - PRO photograph
 - Visa copy
 - Emirates ID copy
- › To update company information:
 - Ejari certificate
 - Valid trade licence copy

Fees	Processing Time
NA	1 Working Day

3

Financial Services



3 Financial Services

3.1 Portal Top-up

Dubai Food District customers can use this service to top up their account balance on the Dubai Trade Portal by following the required payment steps.

Process Steps

- › Log in to the Dubai Trade Portal using your registered credentials.
- › Navigate to Payments → eDeposit → Make Deposit.
- › Enter the required deposit amount.
- › Review the details and proceed with the top-up request.

Documents Required

NA

Fees	Processing Time
NA	NA

3.2 Request for Reports

Dubai Food District customers can use this service to request and generate a customer report by following the required steps.

Process Steps

- › Log in to the Dubai Trade Portal using your registered credentials.
- › Navigate to Support & Resources → Information & Resources → Reports.
- › Select the required report and enter the relevant parameters.
- › Refresh the report to view the required information.

Documents Required

NA

Fees

NA

Processing Time

1 Working Day



4

Asset & Property Management Services

4 Asset & Property Management Services

4.1 FM – NOCs

Dubai Food District customers can use this service to request a No Objection Certificate (NOC) for LIUs, offices, plots and other facilities by following the required steps and submitting the necessary documents.

Process Steps

- › Complete the NOC application form.
- › Email the completed NOC application form to dfd.admin@dpworld.com.
- › The FM Team reviews the application.
- › Provide any additional documents or information, if requested.
- › Receive the approved No Objection Certificate (NOC).

Documents Required

- › NOC application Form

Fees	Processing Time
AED - 500 per NOC	4 Working Days



4.2 Request for Parking Allocation

Dubai Food District customers can request the allocation of parking spaces for their business and operational requirements, subject to availability and approval

Process Steps

- › Visit the Dubai Food District office.
- › Approach the Inspection and operations team and submit the required documents.
- › The Dubai Food District team reviews and verifies the documents.
- › Receive the No Objection Certificate (NOC). *(Currently the NOC is only for Bloom Market and parking under parkin company)*
- › Parking allocation is issued upon approval.

Documents Required

- › Complete the NOC application form (If applicable)
- › Ejari certificate
- › Request letter on the company's letterhead
- › Valid trade licence copy
- › Tenancy Contract
- › Subleased Document (If applicable)

Fees

AED - 500 / NOC

+

Parking Fee - Based on the current rate
(AED 1,825 + VAT) for Bloom Market

Processing Time

4 Working Days



5

Appendix



5 Appendix

5.1 Violations:

Violation Type	Violation Value
Failure to unload the Refrigerator Truck or Containers within the allowed period	200 per hour
Park refrigerators truck, containers, light or heavy trucks at sales halls and yards in places other than those designated for them	500
Refrigerators trucks, containers or light or heavy trucks entering into sales halls and yards without a permit	500
Opening, displaying or selling goods during unauthorized times	500
Tampering with market equipment, equipment and panels	500
Occupancy of sidewalks, squares, corridors and parking lots of internal markets in cases other than those authorized	1,000
Provide inaccurate information about the vehicle or goods to obtain permits or approvals	1,000
Distortion of the general appearance	500
Sale of unauthorized products	2,000
Failure to issue permit for driver rest area	200 per delay day
Parking the refrigerator truck in the waiting area more than the permitted period	200 per day
Smoking inside sale halls or show halls	200
Non-compliance with the instructions and decisions issued by the market management	200

