



KINGDOM OF BAHRAIN

Ministry of Industry,
Commerce and Tourism

Industrial Areas Application

User Manual

Introduction

The Industrial Areas online application allows the investors to apply for leasing an industrial land on Kingdom of Bahrain industrial areas.

To use the service you will need registered [eKey](#) and commercial registration from [Sijilat](#) that complies with requirements of leasing an industrial land.

To start with the application login to the IAD online service from [here](#).

Service Content

The online application leasing industrial area land consists of two parts:

1. Services without eKey login
 - a. Requirements for land application.
 - b. Allowed activities of the commercial registration.
2. Services with eKey login
 - a. New Application Form.
 - b. Application Status Inquiry.

Requirements for land application - without eKey

The requirements will show you all required documents prior to start the application and all the following procedures while your application is being processed.

1. On the homepage, click on Requirements.
2. Two sections will be displayed, one for the initial requirements and the another for the business plan of your project.

Industrial Plot Application

These services, provided by the Ministry of Industry, commerce and tourism allows local and foreigner investors to apply for leasing an industrial land. For more information please see the home page of the service.

Note: Please login to use the service. If you don't have an eKey account, please register for one.

 [Click here for Instructions](#)



Services with eKey login

You can access the Family Services using eKey with more advanced features.



New Application



Application Status Inquiry

Services without eKey login

You can access this section without eKey.



Requirements



Allowed Activities

Allowed activities of the commercial registration - without eKey


The commercial registration should have an industrial activity in order to approve the application. To get the list of allowed activities:

1. On the homepage, click on Allowed Activities.
2. You will be redirected a list of activities page.
3. To view activity details, click on the activity itself.

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Requirements



Allowed Activities

Allowed activities of the commercial registration - without eKey

2. You will be redirected a list of activities page.
3. To view activity details, click on the activity itself.

[New Application](#)

Allowed Activities	
ies	Search: <input type="text"/>
Activity	
Manufacture of textiles - Factory	
Manufacture of leather and related products - Factory	
Manufacture of paper and paper products - Factory	
Manufacture of basic pharmaceutical products and pharmaceutical preparations - Factory	
Manufacture of computer, electronic and optical products - Factory	
Manufacture of machinery and equipment	
Processing and preserving of meat - Factory	
Processing and preserving of fish, crustaceans and molluscs - Factory	
Processing and preserving of fruit and vegetables - Factory	
Manufacture of vegetable, animal, and fish oils and fats - Factory	
entries	Previous 1 2 3 4 Next

[New Application](#)

New Application Form - with eKey

The new application form allows the investor to start a new application. Prior to start, ensure you have an eKey and you are authorised to do amendments on the commercial registration you are applying on behalf. Otherwise, you will be blocked and the system will not allow you to continue.


1. On the homepage, click on New application.

Note: you might be redirected to the eKey login page, please provide you eKey credential and continue

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Services without eKey login

You can access this section without eKey.



New Application Form - with eKey

2. On the redirected page, you will be asked to provide you commercial registration number.
3. Enter the commercial registration number and click on next.

Note: if you are not authorised by Sijilat on the commercial registration you will be blocked.

 New Application

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Main Menu

Commercial Registration No (Example : 123-1)

Commercial registration should have industrial activity in order to apply for land lease. Note: new commercial registrations without license can apply as well.

Next

Main Menu

New Application Form - with eKey

4. On the next page, fill in the required information and press on “Save and Continue”.

The screenshot displays a web form titled "Application Form" with a dark header bar. Below the header, the section is titled "APPLICANT" with a subtitle "Contact Details". The form contains several input fields, some of which are obscured by greyed-out areas:

- Project Name:** A single-line text input field.
- Applicant Name:** A single-line text input field.
- CPR:** A single-line text input field.
- Mobile*:** A single-line text input field.
- Phone*:** A single-line text input field.
- Email:** A single-line text input field.
- Fax:** A single-line text input field.
- Address *:** A single-line text input field containing the text "Bahrain".
- P.O. Box:** A single-line text input field.
- Website:** A single-line text input field.

New Application Form - with eKey

5. On the business plan section, provide the required information.

Business Plan Details

Proposed Shareholders

Details of Shareholders (Names, Percentage)

Name	Percentage
[Redacted]	[Redacted]
[Redacted]	[Redacted]

Background Information about the current company

year of establishment, market history, etc.

[Redacted]

Current Facility

if applicable

Current Facility Size

[Redacted]

Current Products

Products	Production Rate (unit/year)	Edit	Remove
[Redacted]	[Redacted]	[Redacted]	[Redacted]

[Redacted] [Redacted] **Add product**

New Application Form - with eKey

- For the products, raw material and machinery section, provide the required information and press on the corresponding button (“add product”, “add raw material”, “add machinery”).

Current Products				
Products	Production Rate (unit/year)	Edit	Remove	
<input type="text" value="Products"/>	<input type="text" value="Production Rate (unit/"/>			<input type="button" value="Add product"/>

Raw materials and where will they be sourced				
Material	Source	Edit	Remove	
<input type="text" value="Material"/>	<input type="text" value="Source"/>			<input type="button" value="Add material"/>

List of machinery and from where they will be sourced				
Machinery	Source	Price	Edit	Remove
<input type="text" value="Machinery"/>	<input type="text" value="Source"/>	<input type="text" value="BD"/>		<input type="button" value="Add machinery"/>

New Application Form - with eKey

6. You should have an output like the screen shot.

The screenshot displays a web application interface with three distinct sections, each containing a table and a form for adding new entries.

Current Products

Products	Production Rate (unit/year)	Edit	Remove
Product 1	10000	Edit	Remove

Products Production Rate (unit/y) [Add product](#)

Raw materials and where will they be sourced

Material	Source	Edit	Remove
Material 1	Kingdom of Bahrain	Edit	Remove

Material Source [Add material](#)

List of machinery and from where they will be sourced

Machinery	Source	Price	Edit	Remove
Machinery 1	Kingdom of Bahrain	25000	Edit	Remove

Machinery Source [Add machinery](#)

New Application Form - with eKey

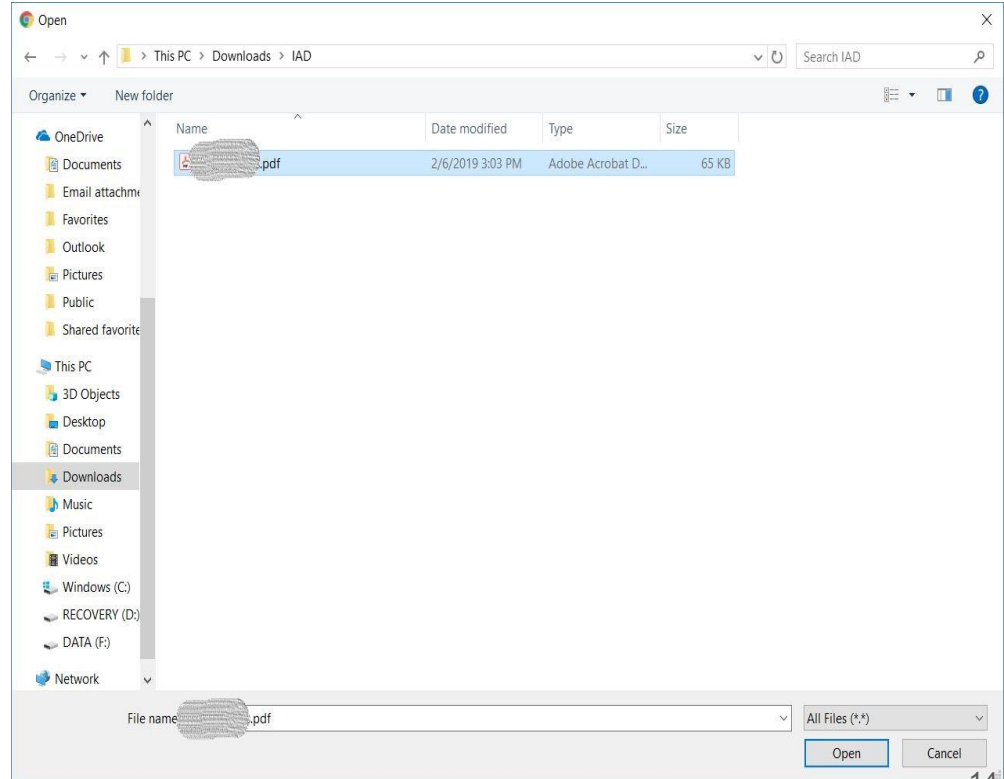
7. On the attachments section, click on choose file.

Applicant ID card & passport:*	<input type="button" value="Choose File"/> No file chosen <input type="button" value="Attach File"/> CPR.pdf
Feasibility study:*	<input type="button" value="Choose File"/> No file chosen <input type="button" value="Attach File"/> Feasibility.pdf
Preliminary layout of how to utilize the land:*	<input type="button" value="Choose File"/> No file chosen <input type="button" value="Attach File"/> Preliminarylayout.pdf
Evidence of financing :*	<input type="button" value="Choose File"/> No file chosen <input type="button" value="Attach File"/> Evidence.pdf
Audited account of the last 3 years (External):*	<input type="button" value="Choose File"/> No file chosen <input type="button" value="Attach File"/> AuditedAccount.pdf
Organizational structure:*	<input type="button" value="Choose File"/> No file chosen <input type="button" value="Attach File"/> OrganizationalStructure.pdf

New Application Form - with eKey

8. Choose the file for upload.

Note: ensure that you choose valid file type as stated on the page and within the allowed file size range.




New Application Form - with eKey

9. Click on attach file and wait for the upload file to finish.

Applicant ID card & passport:*	<input type="button" value="Choose File"/> <input type="text" value="CPR.pdf"/> <input type="button" value="Attach File"/>
Feasibility study:*	<input type="button" value="Choose File"/> No file chosen <input type="button" value="Attach File"/> Feasibility.pdf
Preliminary layout of how to utilize the land:*	<input type="button" value="Choose File"/> No file chosen <input type="button" value="Attach File"/> Preliminarylayout.pdf
Evidence of financing :*	<input type="button" value="Choose File"/> No file chosen <input type="button" value="Attach File"/> Evidence.pdf
Audited account of the last 3 years (External):*	<input type="button" value="Choose File"/> No file chosen <input type="button" value="Attach File"/> AuditedAccount.pdf
Organizational structure:*	<input type="button" value="Choose File"/> No file chosen <input type="button" value="Attach File"/> OrganizationalStructure.pdf

New Application Form - with eKey

10. Upload all the required documents as listed.
11. To submit the application, click on “Submit Application” under the attachments section.
12. If you would like to save application content without submitting it, click on “Save as Draft” under the attachments section. This will allow you leave application page and come back after to continue the submission process.

A red rectangular button with the text "Save as Draft" in white, serif font.A red rectangular button with the text "Submit Application" in white, serif font.

Application Status Inquiry - with eKey

The application status inquiry allows to follow up on the application status. You can use this service if you have saved you application as draft or it was sent back to you for more information. Otherwise, you can use this service to view you application content.

1. On the homepage, click on Application status inquiry.

Note: you might be redirected to the eKey login page, please provide you eKey credential and continue.

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New Application



Application Status Inquiry

Services without eKey login

You can access this section without eKey.



Requirements



Allowed Activities

Application Status Inquiry - with eKey

2. On the next page, click on the application link.

The screenshot shows a web interface for application status inquiry. At the top, there is a red button labeled "New Application". Below it is a dark grey header bar with the text "My Applications". Underneath the header, there is a search bar with the text "Search:" and a dropdown menu showing "entries". The main content is a table with the following columns: "Ser.", "Company Name", "Application Date", and "Status". The "Company Name" column contains a single entry, which is highlighted with a red rectangular box. Below the table, there is a pagination bar showing "1 to 1 of 1 entries" and a "Previous" button with a blue square containing the number "1". At the bottom of the page, there is another red button labeled "New Application".

Application Status Inquiry - with eKey

3. Continue modifying you application if its still draft or sent back to you and click on “Submit Application” or “Save as Draft”

Save as Draft

Submit Application

Contacts

For assistance and help use the contacts shown on the service main page.

Service Owner

Industrial Areas

Address: Bahrain Financial Harbour -
Manama

Telephone: +973 17353007

Fax: +973 17675750

P.O. Box: 54661

Email: iaom@moic.gov.bh