Naar Saudi

CHECKLIST

Starter checklist for the Dutch

A practical countdown checklist for your Saudi journey.

2026 EDITION · FOR INFORMATION ONLY · NAARSAUDI.NL

A practical countdown checklist before you begin your Saudi journey. Work through it from top to bottom.

Phase 1 – Preparation in the Netherlands

- Determine your goal: setting up a company, acquiring property, or both.
- Choose your structure: LLC, branch or RHQ (LLC for most starters).
- Determine your activity code(s) carefully. This is the most important decision, and mistakes cost weeks of delay.
- Map out your budget: government fees plus office, capital and advice.
- Gather your documents: passport, Chamber of Commerce (KvK) extract, annual accounts, bank references.
- Have documents translated and legalised where necessary.

Phase 2 – Legal and tax check

- Have your structure reviewed from a tax perspective (NL–Saudi treaty, withholding tax).
- Determine whether you need to demonstrate minimum capital (often SAR 500,000).
- Arrange a Saudi lawyer for the articles of association and notarisation.
- Arrange a Saudi accountant for ZATCA registration.

Phase 3 – Registration in Saudi Arabia

- Apply for the MISA licence (3–5 working days).
- Reserve a trade name.
- Draft the articles of association and have them notarised digitally (Mithaq).
- Obtain the Commercial Registration.
- Register with ZATCA, GOSI and Qiwa.
- Arrange a physical office or co-working space (mandatory address).
- Open a business bank account (allow 2–4 weeks).

Phase 4 – After registration

- VAT registration if your turnover exceeds SAR 375,000.
- Check your Saudization status (as owner-GM, you often count towards it yourself).
- Set up bookkeeping and a compliance calendar.
- Ensure timely annual renewals (CR, Chamber of Commerce, municipality).

Specifically for property

- Check whether your target city is open to foreigners.

- For Makkah/Madinah: only as a Muslim, within designated zones.
- Verify that the property lies within an officially designated zone.
- Work only with a FAL-licensed broker.
- Allow around 10% in total transaction costs and taxes.
- Be critical of "freehold in Makkah" advertisements.

> **Tip**
>
> The sequence determines how much time you lose. Most delays are caused by an incorrect activity code or by underestimating the bank step. Prepare both thoroughly.

This document is for information only and does not constitute legal or tax advice. Book a no-obligation call via naarsaudi.nl.

Want to discuss your situation? Book a free introductory call via naarsaudi.nl/en/ or email info@naarsaudi.nl.