



وزارة الرياضة  
Ministry of Sport

## NAFES User Guide

Ministry of Sport's Licensing Program for  
Private Clubs - Private Academies - Gyms & Sports Centers

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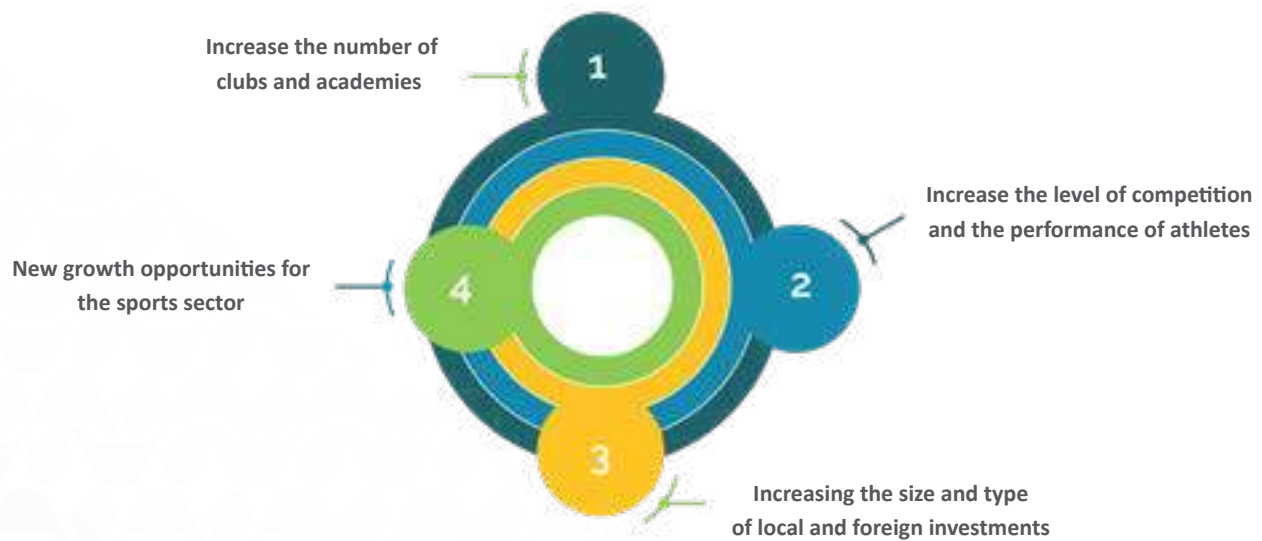
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## Introduction:

The Saudi Arabian government contributed to the establishment of the sports sector from the very beginning. Today, all competitive clubs in the federation competitions are exclusively government-owned. In line with the Kingdom's Vision 2030 and the Ministry of Sport's vision to develop the sports economy, create new opportunities for both Saudi Arabian and foreign investors and improve the development journey in the sports sector, the private sector will be able to enter the Saudi Arabian sports sector for the very first time. Three new licenses are created targeted at private clubs, private academies and sports center. This will enable local and foreign investors to enter and contribute to the sports sector by competing in and out of the Kingdom under the umbrella of various federations, in addition to offering training via sports academies.

## Goals:



## Vision:

Build a healthy sports ecosystem and integrated sports economy, while encouraging a competitive environment both on and off the pitch.

## Mission:

Increase opportunities for sports participation, efficiency and effectiveness of licensing services to encourage private sector investment.

## Values:

1. Responsibility and Attention to technical and administrative personnel and players and build a sense of the size of opportunities and competition.
2. Integrity and Hhonesty in the sports sector, in accordance with the rules and regulations followed in the Kingdom of Saudi Arabia.
3. Transparency and Clarity between all related parties.

## Business Partners:



## Tasks and Responsibilities of Business Partners:

1. Ministry of Investment: If the investor is a non-Saudi Arabian national, approval to issue a commercial registry must be obtained through registration on the Ministry of Investment portal.
2. Small and Medium Enterprises Authority “Monsha’at”: Providing an integrated package of services, programs and initiatives to support and empower entrepreneurs and owners of small and medium enterprises, including: facilitating access to financing solutions, capacity development through training, consulting and guidance, in addition to promoting innovation and business development.
3. National Competitiveness Center: Display the list of licenses on the ‘Tayseer’ platform and note public opinion.

4. The National Licensing Committee: Harmonizing procedures with other government licenses and facilitating the investor journey.
5. Ministry of Commerce: Extracting the Commercial Registration.
6. Ministry of Interior: Registration in the 'Shomoos' program. Applications for a 'Shooting' club license must be completed via the 'Amen' platform.
7. Ministry of Municipal, Rural Affairs and Housing: Platform to obtain an activity license and a building permit (if required to build a new facility).

### Governance:

Governance standards are applied to determine the issuance of a license from government departments and relevant sports federations.

### They are determined from:

#### Ministry of Commerce:

Extracting a Commercial Registration through the Ministry's website, choosing the trade name, type of establishment and activity.

#### The Ministry of the Interior:

Registration in the 'Shomoos' program via logging in to [www.Shomoos.com.sa](http://www.Shomoos.com.sa) and filling in all the required information under the 'Register' tab, followed by uploading a copy of the necessary documents. After completing registration, the system will automatically issue a reference number (it must be saved for future reference).

#### Ministry of Sport:

Obtaining the Mos license and fulfilling all required regulations and conditions.

#### Ministry of Municipal, Rural Affairs and Housing:

Obtaining the training site license, while presenting an illustration (sketch) of the location, address, coordinates, lease contract, building permit, building completion certificate, external image of the storefront, copy of the legal agency and the agent's card with the original document for authorization (if the applicant is a female). The submission must be made through the 'Baladi' platform to review the conditions required in the sports building document issued by the Ministry.

#### Sports Federations:

Obtaining a private club membership or approval to start an academy. Application for a club federation membership must be done through the membership application service after obtaining the license from the Ministry of Sport. In the case of academies, the approval must be from the relevant federation via 'NAFES' website <https://www.mos.gov.sa/en/nafes/Pages/default.aspx>

## Road map for obtaining a private club license:

1. Requesting a Commercial Registration from the Ministry of Commerce.
2. Registering in the Ministry of Interior's 'Shomoos' platform.
3. Registering in the 'NAFES' platform to issue a license from the Ministry of Sport. It must be renewed every 2 years.
4. Apply for issuing of a new location through the Ministry of Municipal, Rural Affairs and Housing's platform – 'Baladi'. In the case of renting an existing location, you can disregard this step.
5. Requesting an activity license from Ministry of Municipal, Rural Affairs and Housing.
6. Applying for a membership from the relevant federation. It must be renewed every year.

## Road map for obtaining a private academy license:

1. Requesting a Commercial Registration from the Ministry of Commerce.
2. Registering in the Ministry of Interior's 'Shomoos' platform.
3. Registering in the 'NAFES' platform to issue a license from the Ministry of Sport. It must be renewed every 2 years.
4. Apply for issuing of a new location through the Ministry of Municipal, Rural Affairs and Housing's platform – 'Baladi'. In the case of renting an existing location, you can disregard this step.
5. Requesting an activity license from Ministry of Municipal, Rural Affairs and Housing.
6. Applying for an approval from the relevant federation. It must be renewed every year.

## Commercial Registration (Duration – 1 day):

1. Visiting the Ministry of Commerce website <https://ecr.mci.gov.sa/Land?returnUrl=%2F>
2. Completing the required steps as per the instructions on the website.

## Registering in the 'Shomoos' Platform (Duration – 1 day):

1. Visiting the website [www.Shomoos.com.sa](http://www.Shomoos.com.sa)
2. Completing the required steps as per the instructions on the website.

### Foreign Investment License:

1. Visit the website <https://eservices.sagia.gov.sa/sagiastorefront/sagia/ar/login#register-apply>
2. Completing the required steps as per the instructions on the Ministry of Investment's website.

### Ministry of Sport License (Duration – 1 day):

1. Applying through the 'NAFES' platform and registering the required sport.  
[https://www.mos.gov.sa/ar/nafes/Pages/index\\_en.html](https://www.mos.gov.sa/ar/nafes/Pages/index_en.html)
2. Applying the guidelines and regulations on the website.

### Obtaining the license (Duration – 1 day):

#### Monitoring and Inspection:

1. Inspection by the Ministry of Municipal, Rural Affairs and Housing, in addition to the General Directorate of Civil Defence, for the required building requirements. To apply for a new site license, please visit the following website <https://balady.gov.sa/Services/Terms?id=23>
1. Inspection by the relevant sports federation for the technical requirements when applying for membership. The federation will coordinate for a site visit.

### How Federations Operate:

The club or academy must fulfill all the requirements in the technical regulations issued by each federation.

1. Each federation has its own regulations, which can be reviewed on the 'NAFES' website before completing the application.
2. The regulations of private clubs are different from academies, and the conditions in each list must be met in the event of a desire to apply for a club and an academy together.

### Technical Support:

If there are technical problems on the 'NAFES' website, you can raise a complaint and a ticket will be opened to process the request through the Ministry of Sport's 'Sotak' platform. We will contact you as soon as possible to solve the issue.



### 'Sotak' Platform:

This platform enables investors to send business support requests and inquiries, submit complaints and proposals, submit requests for technical support. This can all be done through the system which enables services and support providers to communicate directly with the beneficiaries according to the type of problem, either through the website or email to provide support.



To visit Sotak platform [click here](#)

### Privacy and Confidentiality:

Following the privacy and confidentiality document (consumer protection).



## FAQs:

**If the investor owns more than one license for more than one sport, must all sports be under one name and in the same place or headquarters?**

Each sport can carry a different name. In addition, the headquarters can also be different.

**Is athletes' insurance mandatory for academies, clubs and halls?**

No, it is not mandatory. The investor can provide insurance to protect the athletes if they wish. We recommend doing so to avoid hefty medical expenses if an unfortunate injury occurs. Insurance is available at select companies, and you have the flexibility to choose the one most suitable for you.

**Can an institution or company sell its license in the future?**

No, it cannot be sold to any party or person, however you can terminate it.

**How can I obtain a license for existing academies?**

Request a commercial registration from the Ministry of Commerce and register via the 'Shomoos' platform. The application must be submitted electronically as a new investor. After fulfilling all requirements of the Ministry of Sport, your license can be granted.

**How can I regulate competitions that are not licensed by the sports federation?**

Any club or academy must inform the relevant federation of any competition or sport event. Failure to do so will result in penalties.

**What is the main difference between an academy and a club?**

The clubs are competitive as they allow club licenses to enter in the federations' official competitions as a team. Federations will coordinate with the licensed clubs to ensure entry is in line with the membership requirements of each federation. On the other hand, an academy focuses on training and may enter competitions based on the respective federation's regulations.

**What is the type of land for licensing (commercial, agricultural, residential)?**

The license for commercial land and selected agricultural lands that meet the requirements of the Ministry of Municipal, Rural Affairs and Housing.

**How can a new investor invest in a private club after its establishment? Is it necessary to obtain a new permit or just add the new investor via the Ministry of Commerce platform?**

Adjustments of the ownership of a company is carried out according to the Ministry of Commerce's regulations dependent to the type of company chosen.

**Is there assistance or aid from the Ministry for private clubs such as maintenance as is the case for government-owned clubs?**

There is no support or aid for private club's facilities maintenance.

**What are the conditions and regulations for choosing a name for a club or academy?**

According to the terms of the federation for each sport and the intellectual property rights.

**Can a club have a sports hall? Can an academy have a competitive club? Can a sports club have an academy?**

Clubs and academies can have sports halls. While clubs can own academies; academies cannot own clubs. A separate license application must be submitted for each type, and the same facility can be used if the federations' conditions are met.

**Are non-Saudi investors allowed?**

Yes, they can issue the licenses they want after fulfilling the Ministry of Investment's conditions.

**Would the normal SAGIA taxes to foreign investors apply to NAFES foreign participants?**

Yes, all foreign investors have to go through same process for SAGIA.

**Who is supporting 'NAFES'?**

Mainly the Ministry of Sport, and the Small and Medium Enterprises Authority in case the company is eligible for support. Coordination was also made with all the parties mentioned above and they all provide support when submitting requests or throughout the operational phase.

### Contact us:

Website: [https://www.mos.gov.sa/ar/nafes/Pages/index\\_en.html](https://www.mos.gov.sa/ar/nafes/Pages/index_en.html)

Email: [nafes@mos.gov.sa](mailto:nafes@mos.gov.sa)

For technical support when applying through "NAFES" platform, it will be via "Sotak" platform after registration [click here](#)

