



إمارات تاكس EMARATAX

Taxpayer User Manual Corporate Tax Self Registration

Date: 10 June, 2025

Version 3.0.0.0

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Document Control Information



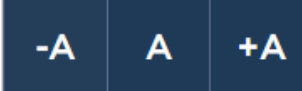



Document Version Control

Version No.	Date	Prepared/Reviewed by	Comments
1.0.0.0	06-Mar-24	Invenio LSI Team	User Manual for EmaraTax Portal - Corporate Tax Self Registration – Legal Person
2.0.0.0	07-Mar-24	Invenio LSI Team	User Manual for EmaraTax Portal - Corporate Tax Self Registration – Updated post feedback from PwC



Navigating through EmaraTax

The following Tabs and Buttons are available to help you navigate through this process:

Button	Description
In the Portal	
 User types	This is used to toggle between various personas within the user profile, such as Taxable Person, Tax Agent, Tax Agency, Legal Representative, etc
	This is used to enable the text to speech feature of the portal
English عربي	This is used to toggle between the English and Arabic versions of the portal
	This is used to decrease, reset, and increase the screen resolution of the user interface of the portal
 Manage Account	This is used to manage the user profile details such as the Name, Registered Email Address, Registered Mobile Number, and Password
 Log Out	This is used to log off from the portal
In the Business Process application	
Previous Step	This is used to go to the Previous section of the Input Form
Next Step	This is used to go to the Next section of the Input Form
Save as Draft	This is used to save the application as a draft, so that it can be completed later
	This menu at the top gives an overview of the various sections within the application form. All the sections need to be completed in order to submit the application for review. The current section is highlighted in blue, and the completed sections are highlighted in green with a check

The Federal Tax Authority offers a range of comprehensive and distinguished electronic services in order to provide the opportunity for taxpayers to benefit from these services in the best and simplest ways.



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Introduction

This manual is prepared to help an applicant to navigate through the Federal Tax Authority EmaraTax portal and submit their Corporate Tax Self Registration application. The applicant must be eligible to register for Corporate Tax as per Federal Decree Law Number 47 of 2022 on the Taxation of Corporations and Businesses.

The applicant can be either a natural person (for example, an Individual), or a legal person (for example, a Public Joint Stock Company, Incorporated, Government Body).

Login to EmaraTax

Are you an existing e-Services user?

If you already have an account with the FTA you will need to reset your password before you can login to EmaraTax for the first time. If you have already successfully reset your password please login to EmaraTax with your new credentials.
[Please reset your password here](#)

Don't have an account?
If you do not already have an account with the FTA please signup here
[Sign Up](#)

Got any question on the new system?
[Read the FAQs](#)

Login with your E-mail

E-mail Address
trainingm@demo.com

Password

[Forgot password?](#)
Enter Security Code
473728

[Login](#)

OR

Login with UAE PASS
A single trusted digital identity for all citizens, residents and visitors.

QUICK LINKS
tax.gov.ae
Glossary

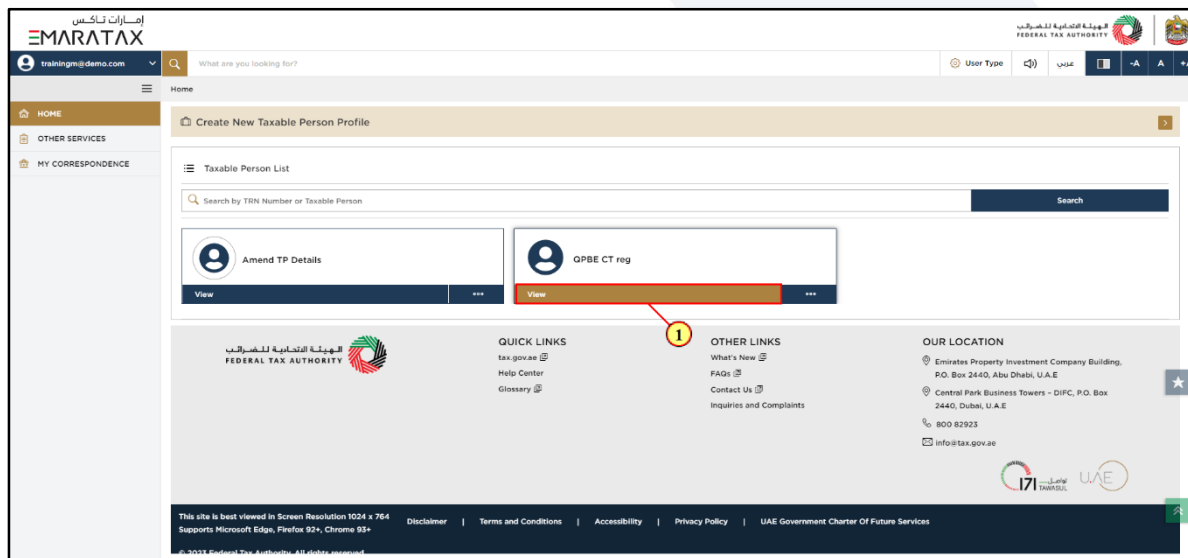
OTHER LINKS
What's New
FAQs
Contact Us

OUR LOCATION
Emirates Property Investment Company Building, P.O. Box 2440, Abu Dhabi, U.A.E.
Central Park Business Towers - DIFC, P.O. Box 2440, Dubai, U.A.E.



You can login into the EmaraTax account using your login credentials or using UAE PASS. If you do not have an EmaraTax account, you can sign-up for an account by clicking the '**Sign Up**' button. If you have forgotten your password, you can use the '**Forgot password?**' feature to reset your password.

Taxable Person Tile



Step	Action
(1)	Select the Taxable Person from the list and click ' View ' to open the dashboard.

Corporate Tax Self Registration

The screenshot shows the EMARATAX portal interface. On the left is a navigation menu with options like HOME, VAT, EXCISE TAX, CORPORATE TAX, MY PAYMENTS, MY CORRESPONDENCE, USER AUTHORIZATION, MY AUDIT, MY REPORTS, and OTHER SERVICES. The main area is titled 'GPBE CT reg' and contains sections for 'Required Actions' (showing 'No data'), 'Most Used Services' (showing 'No data'), and 'Registration Overview'. The 'Registration Overview' section includes a table with columns: Registration Type, Registration Status, TRN/WHK No., GIBAN, and Effective Date of Registration. The table lists 'Corporate Tax', 'Value Added Tax', 'Tax Group', 'Excise Tax', and 'Warehouse Keeper', all with a status of 'Not Registered'. To the right of the table is a 'Register' button, which is highlighted with a red box and a yellow circle with the number 1. Below the table is a 'View Application History' link.

Step	Action
(1)	<ul style="list-style-type: none"> You can self-register for Corporate Tax if you are not registered for Value Added Tax or Excise Tax yet. In order to register for Corporate Tax, click '...' against the Corporate Tax registration type. Select 'Register' to start your Corporate Tax Registration application.



Instructions and Guidelines

The screenshot displays the 'Corporate Tax Registration' page. At the top, there's a navigation bar with the 'EMARATAX' logo and a search bar. Below the navigation bar, the page title 'Corporate Tax Registration' is visible. The main content area includes a progress bar showing 'No. of form sections: 5 sections'. To the right, it states 'Expected time to complete this application: 30 minutes' and 'Expected fees for this service: Free of charge'. Below this, there's a section for 'Required Documents' with a list of items: 1. Emirates ID/Passport of the Taxable Person, 2. Trade Licenses, 3. Evidence of Business Activity, 4. Emirates ID, Passports and Proof of Authorization of authorised signatories, 5. Main trade license, including branch licenses associated with the main license, 6. Emirates ID, Passports and Trade Licenses of owners, 7. Emirates ID, Passports and Proof of Authorization of authorised signatories. A note specifies 'Accepted file types are PDF, DOC and DOCX. The Individual file size limit is 15 MB.' At the bottom, there's a 'Start' button.



The 'instructions and guidelines' page is designed to help you understand certain important requirements relating to Corporate Tax Registration in the UAE. It also provides guidance on what information you should have in hand when you are completing the Corporate Tax Registration application.



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training@demo.com What are you looking for?

Home > QPBE CT reg Corporate Tax Registration

Watch Video Tutorial
Download User Manual

Content will be available soon

List of documents that are required for making an application to register yourself for Corporate tax are provided below:

A. If the registrant is a Natural Person:

- 1. Emirates ID/Passport of the Taxable Person
- 2. Trade Licenses
- 3. Evidence of Business Activity
- 4. Emirates IDs, Passports and Proof of Authorization of authorised signatories

B. If the registrant is a Legal Person or a Partnership:

- 1. Certificate of Incorporation
- 2. Decree Law, if you are a Federal/Emirate Government entity
- 3. Cabinet Decision, if you are a Qualifying Public Benefit Entity
- 4. Main trade license, including branch licenses associated with the main license
- 5. Emirates IDs, Passports and Trade Licenses of owners
- 6. Emirates IDs, Passports and Proof of Authorization of authorised signatories

Accepted file types are PDF, DOC and DOCX. The individual file size limit is 15 MB.

Service Details

About the Service

Use this service to register for Corporate Tax and obtain a Tax Registration Number (TRN).

Eligibility Criteria

Service Steps

FAQs

☒ I confirm that I have read the above instructions and guidelines

Back Start

Step	Action
(1)	Read the instructions and guidelines for Corporate Tax Registration and mark the checkbox to confirm.



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Home > QRBE CT reg Corporate Tax Registration

Watch Video Tutorial
Download User Manual

Content will be available soon

List of documents that are required for making an application to register yourself for Corporate tax are provided below:

A. If the registrant is a Natural Person:

- 1. Emirates ID/Passport of the Taxable Person
- 2. Trade Licenses
- 3. Evidence of Business Activity
- 4. Emirates IDs, Passports and Proof of Authorization of authorised signatories

B. If the registrant is a Legal Person or a Partnership:

- 1. Certificate of Incorporation
- 2. Decree Law, if you are a Federal/Emirate Government entity
- 3. Cabinet Decision, if you are a Qualifying Public Benefit Entity
- 4. Main trade license, including branch licenses associated with the main license
- 5. Emirates IDs, Passports and Trade Licenses of owners
- 6. Emirates IDs, Passports and Proof of Authorization of authorised signatories

Accepted file types are PDF, DOC and DOCK. The individual file size limit is 15 MB.

Service Details

About the Service

Use this service to register for Corporate Tax and obtain a Tax Registration Number (TRN).

Eligibility Criteria

Service Steps

FAQs

☒ I confirm that I have read the above instructions and guidelines

Back Start

Step	Action
(1)	Click 'Start' to initiate the registration of your Corporate Tax application.



Entity Details Section



- The Corporate Tax Registration application has been divided into five short sections, each section being represented in the progress bar. The current section will get highlighted in blue color on the progress bar. As you move to the next steps, the completed sections will get highlighted in green color.
- In order to move from one section to the next, all mandatory fields of the current section must be entered. The fields which are optional are marked as optional next to the field name.
- You are requested to ensure that the documents submitted, supports the information entered by you in the application and all the document and details are up-to-date. This would help to avoid any rejection or resubmission of the application later.



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What are you looking for?

User Type

عربي

Corporate Tax Registration

1 Entity Details 2 Identification Details 3 Contact Details 4 Authorized Signatory 5 Review and Declaration

Entity Details

Entity Type: Legal Person - Incorporated Entity Sub-Type: Public Joint Stock Company

Country of Registration/Incorporation: United Arab Emirates Date of Incorporation: 01/01/2022

Are you a Qualifying Public Benefit Entity? ☒ Yes ☐ No

Cabinet Decision Number: Cabinet Decision Number 07

Upload Certificate of Incorporation: Add/View() Drag files here Max file size: 15 MB Format: PDF, DOC Max No. of Files: 5

Upload Cabinet Decision: Add/View() Drag files here Max file size: 15 MB Format: PDF, DOC Max No. of Files: 5

Previous Step Cancel Save as Draft Next Step

Step	Action
(1)	Select the 'Entity Type' and 'Entity Sub-Type' of your business from the drop-down list. Note that the input fields in this section may vary based on the entity type selected.



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Home > QPBE CT reg > Corporate Tax Registration

User Type عربي

Corporate Tax Registration

- Entity Details
- Identification Details
- Contact Details
- Authorized Signatory
- Review and Declaration

Entity Details

Entity Type: Legal Person - Incorporated

Entity Sub-Type: Public Joint Stock Company

Country of Registration/Incorporation: United Arab Emirates

Date of Incorporation: 01/01/2022

Are you a Qualifying Public Benefit Entity?
☒ Yes ☐ No

Cabinet Decision Number
 Cabinet Decision Number07

Upload Certificate of Incorporation
 Add/View() Drag files here Max file size: 15 MB Format: PDF, DOC Max No. of Files: 5

Upload Cabinet Decision
 Add/View() Drag files here Max file size: 15 MB Format: PDF, DOC Max No. of Files: 5

Previous Step Cancel Save as Draft Next Step



The 'Country of Registration/Incorporation' is defaulted to United Arab Emirates, and is greyed-out for Legally Incorporated Public Joint Stock Company.



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What are you looking for?

User Type

عربي

Corporate Tax Registration

1 Entity Details

2 Identification Details

3 Contact Details

4 Authorized Signatory

5 Review and Declaration

Entity Details

Entity Type: Legal Person - Incorporated

Entity Sub-Type: Public Joint Stock Company

Country of Registration/Incorporation: United Arab Emirates

Date of Incorporation: 01/01/2022

Are you a Qualifying Public Benefit Entity?

☒ Yes ☐ No

Cabinet Decision Number

Cabinet Decision Number 07

Upload Certificate of Incorporation

Add/View()

Drag files here

Max file size: 15 MB

Format: PDF, DOC

Max No. of Files: 5

Upload Cabinet Decision

Add/View()

Drag files here

Max file size: 15 MB

Format: PDF, DOC

Max No. of Files: 5

Previous Step

Cancel

Save as Draft

Next Step

Step	Action
(1)	Enter 'Date of Incorporation' of your business.



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Home > QPBE CT reg > Corporate Tax Registration

User Type عربي

Corporate Tax Registration

1 Entity Details 2 Identification Details 3 Contact Details 4 Authorized Signatory 5 Review and Declaration

Entity Details

Entity Type: Legal Person - Incorporated Entity Sub-Type: Public Joint Stock Company

Country of Registration/Incorporation: United Arab Emirates Date of Incorporation: 01/01/2022

Are you a Qualifying Public Benefit Entity?
☒ Yes ☐ No

Cabinet Decision Number: Cabinet Decision Number 07

Upload Certificate of Incorporation: Add/View() Drag files here Max file size: 15 MB Format: PDF, DOC Max No. of Files: 5

Upload Cabinet Decision: Add/View() Drag files here Max file size: 15 MB Format: PDF, DOC Max No. of Files: 5

Previous Step Cancel Save as Draft Next Step

Step	Action
(1)	Select 'Yes' if you are a Qualifying Public Benefit Entity.



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What are you looking for?

User Type

عربي

Corporate Tax Registration

1 Entity Details 2 Identification Details 3 Contact Details 4 Authorized Signatory 5 Review and Declaration

Entity Details

Entity Type: Legal Person - Incorporated

Entity Sub-Type: Public Joint Stock Company

Country of Registration/Incorporation: United Arab Emirates

Date of Incorporation: 01/01/2022

Are you a Qualifying Public Benefit Entity?

☒ Yes ☐ No

Cabinet Decision Number

Cabinet Decision Number07

Upload Certificate of Incorporation

Add/View()

Drag files here

Max file size: 15 MB

Format: PDF, DOC

Max No. of Files: 3

Upload Cabinet Decision

Add/View()

Drag files here

Max file size: 15 MB

Format: PDF, DOC

Max No. of Files: 3

Previous Step

Cancel

Save as Draft

Next Step

Step	Action
(1)	<ul style="list-style-type: none"> Enter 'Cabinet Decision Number' if you are a Qualifying Public Benefit Entity. Upload supporting documents.



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What are you looking for?

User Type

عربي

Home > QPBE CT reg > Corporate Tax Registration

Corporate Tax Registration

Are you a qualifying Public Interest Entity?

☒ Yes ☐ No

Cabinet Decision Number

Cabinet Decision Number07

Upload Certificate of Incorporation

Add/View(1)

Drag files here

Max file size: 15 MB

Formats: PDF, DOC

Max No. of Files: 3

Upload Cabinet Decision

Add/View(1)

Drag files here

Max file size: 15 MB

Formats: PDF, DOC

Max No. of Files: 3

Corporate Tax Period Details

Corporate Tax Period

January - December

First Corporate Tax Period Start Date

01/01/2024

First Corporate Tax Period End Date

31/12/2024

First Corporate Tax Return Filing Due Date

30/09/2025

Previous Step

1

Cancel

Save as Draft

Next Step

Step	Action
(1)	<ul style="list-style-type: none"> Enter 'Corporate Tax Period'. The remaining fields in the Corporate Tax Period Details section are auto-populated and greyed out.



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Home > QPBE CT reg > Corporate Tax Registration

User Type عربي

Corporate Tax Registration

Are you a qualifying Public Interest Entity?

☒ Yes ☐ No

Cabinet Decision Number

Cabinet Decision Number07

Upload Certificate of Incorporation

Add/View(1) Drag files here

Max file size: 15 MB Formats: PDF, DOC Max No. of Files: 3

Upload Cabinet Decision

Add/View(1) Drag files here

Max file size: 15 MB Formats: PDF, DOC Max No. of Files: 3

Corporate Tax Period Details

Corporate Tax Period

January - December

First Corporate Tax Period Start Date

01/01/2024

First Corporate Tax Period End Date

31/12/2024

First Corporate Tax Return Filing Due Date

30/09/2025

Previous Step Cancel Save as Draft Next Step



- You may click on '**Save as Draft**' to save your application and return to continue working on your application later.
- You may click on '**Cancel**' to cancel the application.



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User Type عربي

Corporate Tax Registration

Are you a qualifying Public Interest Entity?

☒ Yes ☐ No

Cabinet Decision Number

Cabinet Decision Number07

Upload Certificate of Incorporation

Add/View(1)

Drag files here

Max file size: 15 MB

Formats: PDF, DOC

Max No. of Files: 3

Upload Cabinet Decision

Add/View(1)

Drag files here

Max file size: 15 MB

Formats: PDF, DOC

Max No. of Files: 3

Corporate Tax Period Details

Corporate Tax Period

January - December

First Corporate Tax Period Start Date

01/01/2024

First Corporate Tax Period End Date

31/12/2024

First Corporate Tax Return Filing Due Date

30/09/2025

Previous Step

Cancel

Save as Draft

Next Step

Step	Action
(1)	After completing all mandatory fields, click the 'Next Step' button to save and proceed to the next section.

Identification Details Section

Main License Details

Step	Action
(1)	<ul style="list-style-type: none"> Enter Main License Details. Upload supporting documents.

Business Activities Details

Step	Action
(1)	Click ' Add Business Activity ' to enter business activity information related to the Trade License.

Step	Action
(1)	After completing all mandatory fields, click ' Add '.



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What are you looking for?

User Type

عربي

Corporate Tax Registration

training

Upload Trade License

Add/View()

Drag files here

Max file size: 15 MB

Formats: PDF, DOC

Max No. of Files: 3

Business Activities Details

+ Add Business Activity

Primary Activity	Industry	Main Group	Sub-Group	Business Activities	Activity Code	Actions
<input checked="" type="radio"/>	Agriculture, forestry and fishing	Crop and animal production, hunting and related service activities	Growing of non-perennial crops	Growing of cereals (except rice), leguminous crops and oil seeds	Q111	***

Do any of the owners hold more than 25% of the ownership?

☐ Yes ☒ No

Local Branch Details

Do you have branches in the UAE related to the Trade License provided above?

☐ Yes ☒ No

Previous Step

Cancel

Save as Draft

Next Step

Step	Action
(1)	Select 'No' if none of the owners hold more than 25% of the ownership.



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Home > QPBE CT reg > Corporate Tax Registration

Corporate Tax Registration

TRADE LICENSE NO. (OPTIONAL)

TRADE LICENSE NO. (OPTIONAL)

training

Upload Trade License

Add/View()

Drag files here

Max file size: 15 MB

Formats: PDF, DOC

Max No. of Files: 3

Business Activities Details

+ Add Business Activity

Primary Activity	Industry	Main Group	Sub-Group	Business Activities	Activity Code	Actions
<input checked="" type="radio"/>	Agriculture, forestry and fishing	Crop and animal production, hunting and related service activities	Growing of non-perennial crops	Growing of cereals (except rice), leguminous crops and oil seeds	Q111	***

Do any of the owners hold more than 25% of the ownership?

☐ Yes ☒ No

Local Branch Details

Do you have branches in the UAE related to the Trade License provided above?

☐ Yes ☒ No

Previous Step

1

Cancel Save as Draft Next Step

Step	Action
(1)	<ul style="list-style-type: none"> The registration will be in the name of the Head Office, meeting the relevant criteria. Registration will not be performed in the name of a branch. Even if you are operating via branches in more than one Emirate, only one Corporate Tax Registration is required. Select 'No' if you do not have any local branches in the UAE.



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What are you looking for?

User Type

عربي

Corporate Tax Registration

training

Upload Trade License

Add/View()

Drag files here

Max file size: 15 MB

Formats: PDF, DOC

Max No. of Files: 3

Business Activities Details

+ Add Business Activity

Primary Activity	Industry	Main Group	Sub-Group	Business Activities	Activity Code	Actions
<input checked="" type="radio"/>	Agriculture, forestry and fishing	Crop and animal production, hunting and related service activities	Growing of non-perennial crops	Growing of cereals (except rice), leguminous crops and oil seeds	Q111	***

Do any of the owners hold more than 25% of the ownership?

☐ Yes ☒ No

Local Branch Details

Do you have branches in the UAE related to the Trade License provided above?

☐ Yes ☒ No

Previous Step

Cancel

Save as Draft

Next Step

Step	Action
(1)	Click the 'Next Step' button to save and proceed to the next section.



Contact Details Section

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User Type عربي -A A +A

Corporate Tax Registration

1 Entity Details 2 Identification Details 3 Contact Details 4 Authorized Signatory 5 Review and Declaration

Contact Details

If you have a trade license in the UAE, please ensure that the address details that you enter are identical to the information on the trade license.
For natural persons, enter the address details of your house.

Country: United Arab Emirates Building Name & Number: Al Fazal, Tower Number 1

Street: MD Street Area: Dubai Park

City: Dubai Emirate: Dubai

Country Code: +971 (United Arab Emirates) Mobile Number: 787878787 Country Code: +971 (United Arab Emirates) Landline Number: 89809090

Email ID: P.O. Box (Optional)

Previous Step Cancel Save as Draft Next Step



Enter the Company address details.



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User Type عربي

Corporate Tax Registration

Signature Declaration

Contact Details

If you have a trade license in the UAE, please ensure that the address details that you enter are identical to the information on the trade license.
For natural persons, enter the address details of your house.

Country: United Arab Emirates Building Name & Number: Al Fazel, Tower Number 1

Street: MD Street Area: Dubai Park

City: Dubai Emirate: Dubai

Country Code: +971 (United Arab Emirates) Mobile Number: 787678787 Country Code: +971 (United Arab Emirates) Landline Number: 89809090

Email ID: ct@demo.com P.O. Box (Optional): 6007

Previous Step Cancel Save as Draft Next Step



Enter the contact details. Ensure that your Contact Number and Email are accurate.



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What are you looking for?

User Type

عربي

Corporate Tax Registration

Signature

Declaration

Contact Details

If you have a trade license in the UAE, please ensure that the address details that you enter are identical to the information on the trade license.
For natural persons, enter the address details of your house.

Country: United Arab Emirates

Building Name & Number: Al Fazel, Tower Number 1

Street: MD Street

Area: Dubai Park

City: Dubai

Emirate: Dubai

Country Code: +971 (United Arab Emirates)

Mobile Number: 787678787

Country Code: +971 (United Arab Emirates)

Landline Number: 89809090

Email ID: ct@demo.com

P.O. Box (Optional): 6007

Previous Step

Cancel

Save as Draft

Next Step

Step	Action
(1)	Click the 'Next Step' button to save and proceed to the next section.

Authorized Signatory Section

Step	Action
(1)	<ul style="list-style-type: none"> Click 'Add Authorized Signatory' to enter the Authorized Signatory details. You can add one or more Authorized Signatory, if required.

Add

1



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User Type عربي

Corporate Tax Registration

1 Entry Details 2 Identification Details 3 Contact Details 4 Authorized Signatory 5 Review and Declaration

Authorized Signatory

Authorized Signatory List + Add Authorized Signatory

Name in English	Name in Arabic	ID Number	Email ID	Actions
demo user	مستخدم تجريبي	PASSNUMBER007	ct@demo.com	...

Previous Step Cancel Save as Draft Next Step

Step	Action
(1)	Click the 'Next Step' button to save and proceed to the next section.

Review and Declaration Section



This section highlights all the details entered by you across the application. You are required to review and submit the application.



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What are you looking for?

User Type

عربي

Home > QPBE CT reg > Corporate Tax Registration

Corporate Tax Registration

Edit

Name in English	Name in Arabic	ID Number	Email ID
demo user	jfa saq	PASSNUMBER6007	ct@demo.com

Declaration

First Name in English: Demo

Last Name in English: User

First Name in Arabic:

Last Name in Arabic:

Country Code: +971 (United Arab Emirates)

Mobile Number: 90109887

Email: trainingm@demo.com

Submission Date: 25/01/2024

☒ I declare that all information provided on this application is true, accurate and complete to the best of my knowledge and belief.

Previous Step

Cancel Save as Draft Submit

Step	Action
(1)	After carefully reviewing all of the information entered on the application, mark the checkbox to declare the correctness of the information provided in the application.

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What are you looking for?

User Type

عربي

إ

أ

+

Home

QPSIE CT reg

Corporate Tax Registration

Corporate Tax Registration

Edit

Name in English	Name in Arabic	ID Number	Email ID
demo user	ج/أ/ سا	PASSNUMBER6007	ct@demo.com

Declaration

First Name in English

Demo

First Name in Arabic

ج/أ/ سا

Country Code

+971 (United Arab Emirates)

Mobile Number

907109887

Submission Date

25/01/2024

I declare that all information provided on this application is true, accurate and complete to the best of my knowledge and belief.

Last Name in English

User

Last Name in Arabic

ج/أ/ سا

Email

trainingm@demo.com

Previous Step

Cancel

Save as Draft

Submit

Step	Action
(1)	Click 'Submit' to submit the Corporate Tax Registration application.

إمارات تاكس
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What are you looking for?

User Type

عربي

Home

QIBEE CT app

Corporate Tax Registration

Corporate Tax Registration

Name in English

Name in Arabic

ID Number

Email ID

demo user

جاسر

PASSNUMBER007

ct@demo.com

Submit Application

Are you sure you want to submit the application?

No

Yes

1

Declaration

First Name in English

First Name in Arabic

Country Code

Mobile Number

Submission Date

25/01/2024

I declare that all information provided on this application is true, accurate and complete to the best of my knowledge and belief.

Previous Step

Cancel

Save as Draft

Submit

Step	Action
(1)	Click 'Yes' to confirm.

Post Application Submission

The screenshot displays the EMARATAX Corporate Tax Registration page. The header includes the EMARATAX logo and navigation links. The main content area shows a confirmation message: "Application Submitted Successfully". Below this, a table lists the submission details:

Entity Name	: Material
Applicant Name	: Demo User
Reference Number	: 101000064372
Submission Date & Time	: 25 January 2024, 18:18 GST

Below the table, a section titled "What's Next:" provides instructions on the next steps for the applicant.

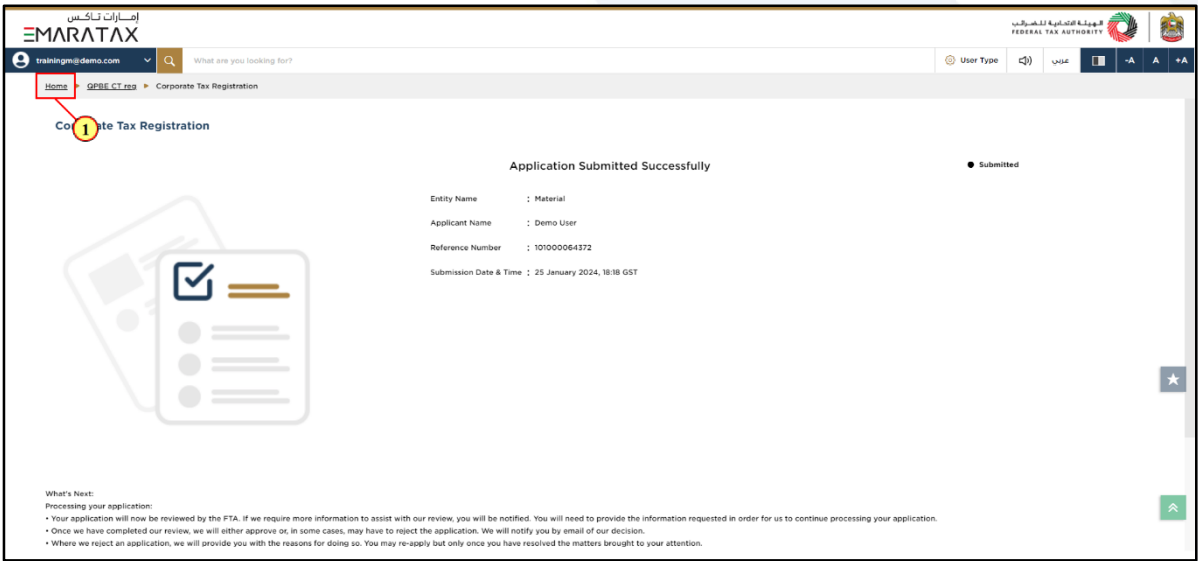
What's Next:
Processing your application:
 • Your application will now be reviewed by the FTA. If we require more information to assist with our review, you will be notified. You will need to provide the information requested in order for us to continue processing your application.
 • Once we have completed our review, we will either approve or, in some cases, may have to reject the application. We will notify you by email of our decision.
 • Where we reject an application, we will provide you with the reasons for doing so. You may re-apply but only once you have resolved the matters brought to your attention.

After your application is submitted successfully, a Reference Number is generated for your submitted application. Note this reference number for future communication with the FTA.

What's next?



- Once the application is submitted, the FTA shall approve, reject or resubmit for additional information and notify the applicant accordingly.
- If the FTA requires any further details from you in order to assist with the verification of your application, you will receive an email notification setting out the information required from you.
- Once the FTA confirms acceptance of your application, or if the FTA rejects your application, you will be notified on the decision.
- The status of your application in the dashboard will be updated accordingly. You may check your application status in the dashboard from time to time.



Step	Action
(1)	Click ' Home ' to navigate back to the Taxable Person dashboard.



Correspondences

Taxpayer receives the following correspondences:

- Application submission acknowledgment.
- Additional information notification (only if the FTA requires more information to assist with their review of the application).
- Application approval or rejection notification.
- Reminder to complete the draft application (only if the applicant fails to take action on a drafted application within the regular time period).
- Draft application auto cancellation notification (only if the applicant fails to take action on a drafted application within a particular time period).
- Application auto rejection notification (only if the applicant does not respond to the FTA's request for additional information within a particular time period).



Application History - In-Review

Once the Taxpayer submits the application for Registration of Corporate Tax, the application will be sent to the FTA for review and the status of the application will be 'In-Review'.

The screenshot shows the EMARATAX portal interface. On the left is a navigation menu with options like HOME, GPBE CT REG, VAT, EXCISE TAX, CORPORATE TAX, MY PAYMENTS, MY CORRESPONDENCE, USER AUTHORIZATION, MY AUDIT, MY REPORTS, and OTHER SERVICES. The main content area is titled 'Registration Overview' and contains a table with the following data:

Registration Type	Registration Status	TEN/WHK No.	GIBAN	Effective Date of Registration	Application No.	Action
Corporate Tax	In Review	-	-	-	101000064372	View Application History
Value Added Tax	Not Registered	-	-	-	-	...
Tax Group	Not Registered	-	-	-	-	...
Excise Tax	Not Registered	-	-	-	-	...
Warehouse Keeper	Not Registered	-	-	-	-	...

A red box highlights the 'View Application History' link in the 'Action' column for the 'Corporate Tax' row. A yellow circle with the number '1' is placed next to this link.

Step	Action
(1)	<ul style="list-style-type: none"> In order to view the status of your application, click '...' against the Corporate Tax registration type. Select 'View Application History' to view the status of your application.



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EMARATAX

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What are you looking for?

User Type

Home > QPBE CT REG > CT Registration Application History

CT Registration Application History

CT Registration Application History

Customize Columns

Ref. No.	Application Name	Date of Submission	Time of Submission	Status	Status Date	Action
101000064372	Corporate Tax Registration	25/01/2024	18:16:09 GST	In-Review	25/01/2024	***

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You can check the status of the application based on the application number once the application has been submitted.



Application History – Approved

Once the FTA approves the application for Self Registration of Corporate Tax, the registration process is complete and the status of the application will be 'Approved'. The Registration Certificate will be issued by the FTA to the Taxpayer.

The screenshot shows the MARATAX portal interface. On the left is a navigation menu with options like HOME, GPBE CT REG, VAT, EXCISE TAX, CORPORATE TAX, MY PAYMENTS, MY CORRESPONDENCE, USER AUTHORIZATION, MY AUDIT, MY REPORTS, and OTHER SERVICES. The main area is titled 'Required Actions' and shows 'No data'. Below this is a 'Registration Overview' table with columns for Registration Type, Registration Status, TRN/WHK No., GIBAN, and Effective Date of Registration. The table lists Corporate Tax (Active), Value Added Tax (Not Registered), Tax Group (Not Registered), Excise Tax (Not Registered), and Warehouse Keeper (Not Registered). On the right, a 'Most Used Services' dropdown menu is open, showing options like View Application History, Amend, Deregister, Print Certificate, Change Corporate Tax Period, and Edit Bank Details. The 'View Application History' option is highlighted with a red circle and the number 1.

Step	Action
(1)	<ul style="list-style-type: none"> In order to view the status of your application, click '...' against the Corporate Tax registration type. Select 'View Application History' to view the status of your application.



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HOME

QPBE CT REG

VAT

EXCISE TAX

CORPORATE TAX

MY PAYMENTS

MY CORRESPONDENCE

USER AUTHORIZATION

MY AUDIT

MY REPORTS

OTHER SERVICES

CT Registration Application History

CT Registration Application History

Customize Columns

Approved

Search

Ref. No.	Application Name	Date of Submission	Time of Submission	Status	Status Date	Action
10100006432	Corporate Tax Registration	25/01/2024	18:16:09 GST	Approved	25/01/2024	***

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You can check the status of the application based on the application number once the application has been approved.



EMARATAX

What are you looking for?

User Type

Home

QPBE CT reg

CT Registration Application History

CT Registration Application History

Ref. No.	Application Name	Date of Submission	Time of Submission	Status	Status Date	Action
101000064322	Corporate Tax Registration	25/01/2024	18:16:09 GST	Approved	25/01/2024	***

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Step	Action
(1)	Click 'QPBE CT reg' Taxable Person Account.



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What are you looking for?

User Type

Home > QPBE CT reg

HOME

QPBE CT REG

VAT

EXCISE TAX

CORPORATE TAX

MY PAYMENTS

MY CORRESPONDENCE

USER AUTHORIZATION

MY AUDIT

MY REPORTS

OTHER SERVICES

Required Actions

Due Date Description

No data

Most Used Services

Amend Taxable Person Details

Amend Corporate Tax Registration

Corporate Income Tax Registration

Registration Overview Taxable Person Details Certificates (1) Account Access

Registration Type	Registration Status	Tax ID No.	GIBAN	Effective Date of Registration	Action
Corporate Tax	Active	100802480200001	AE318680100802480200001	01/06/2023	...
Value Added Tax	Not Registered	-	-	-	...
Tax Group	Not Registered	-	-	-	...
Excise Tax	Not Registered	-	-	-	...
Warehouse Keeper	Not Registered	-	-	-	...

My Reports


Step	Action
(1)	To view the certificate, click ' Certificates '.

The screenshot displays the EmaratAX web application interface. At the top, there's a header with the EmaratAX logo, navigation links in Arabic and English, and user information. The main sidebar on the left contains various service categories like HOME, QPBE CT REG (selected), VAT, EXCISE TAX, CORPORATE TAX, MY PAYMENTS, MY CORRESPONDENCE, USER AUTHORIZATION, MY AUDIT, MY REPORTS, and OTHER SERVICES.

The central area shows the 'Required Actions' section with a table containing no data. Below this, there are four tabs: Registration Overview, Taxable Person Details, Certificates (1) (active), and Account Access. Under the active 'Certificates' tab, a table lists certificates:

Reference Number	Date of issue	Certificate Type	Action
101000064374	26/01/2024	Corporate Tax Registration Certificate	View

The first row of the certificate table is highlighted with a red border. To the right of the main content, there's a 'Most Used Services' section listing services like Amend Taxable Person Details, Amend Corporate Tax Registration, and Corporate Income Tax Registration.

 You can find your Corporate Tax Registration Certificate here.