



إمارات تاكس
EMARATAX

Payment for Returns Voluntary disclosures, Tax Assessments and Penalties using the MagnatiPay

User Manual

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Document Control Information

Document Version Control

Version No.	Date	Prepared/Reviewed by	Comments
1.0	01-Oct-22	Federal Tax Authority	User Manual for EmaraTax Portal

Annexure

The below are the list of User manuals that you can refer to

S. No	User Manual Name	Description
1	Register as Online User	This manual is prepared to help you navigate through the Federal Tax Authority (FTA) website and create an EmaraTax account with the FTA.
2	Manage online user profile	This manual is prepared to provide you an understanding on Login process, user types, forgot password and modify online user profile functionalities.
3	User Authorisation	This manual is prepared to provide you an understanding on Account Admin, Online User, and Taxable Person account definitions and functionalities.
4	Taxable person dashboard	This manual is prepared to help the following 'Taxable person' users to navigate through their dashboard in the Federal Tax Authority (FTA) EmaraTax Portal: <ul style="list-style-type: none"> • Registered for VAT • Registered for Excise • Non-registered Taxpayer • Tax Group • Warehouse Keeper • Freight Forwarder/VAT Clearing Company (TINCO) • Excise Tax Clearing Company (TINCE)
5	Link TRN to email address	This manual is prepared to help you navigate through the Federal Tax Authority (FTA) website to Link TRN to New Email Address.



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 عربى	This is used to toggle between the English and Arabic versions of the portal
-A A +A	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 the Previous section of the Input Form
Next Step	This is used to go the Next section of the Input Form
Save as Draft	This is used to save the application as draft, so that it can be completed later
1 2	This menu on the top gives an overview of the various sections within the application. 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 checkmark.

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. To get more information on these services Click [Here](#)



Payments for Returns Voluntary Disclosures Tax Assessment and Penalties - Payment via MagnatiPay

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Introduction

This manual is prepared to help a taxpayer navigate through the EmaraTax portal, access the “Payments” screen and make payments for outstanding liabilities for the tax type the taxpayer is registered using the MagnatiPay payment method.



Login to EmaraTax Portal

- 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.
- If you login via your registered email and password, on successful login, the EmaraTax online user dashboard will be displayed. If you had opted for 2 factor authentication, you will be required to enter the OTP received in your registered email and/or mobile number to successfully login.
- If you wish to login via UAE Pass, you will be redirected to UAE Pass. On successful UAE Pass login, you will be redirected back to the EmaraTax online user dashboard.



The screenshot shows the EmaraTax online user dashboard. The left sidebar has options: HOME, OTHER SERVICES, and MY CORRESPONDENCE. The main area is titled 'TRADE PERSON LIST'. It includes a search bar 'Search by TRN Number or Taxable Person' and a 'Search' button. Below is a grid of profiles:

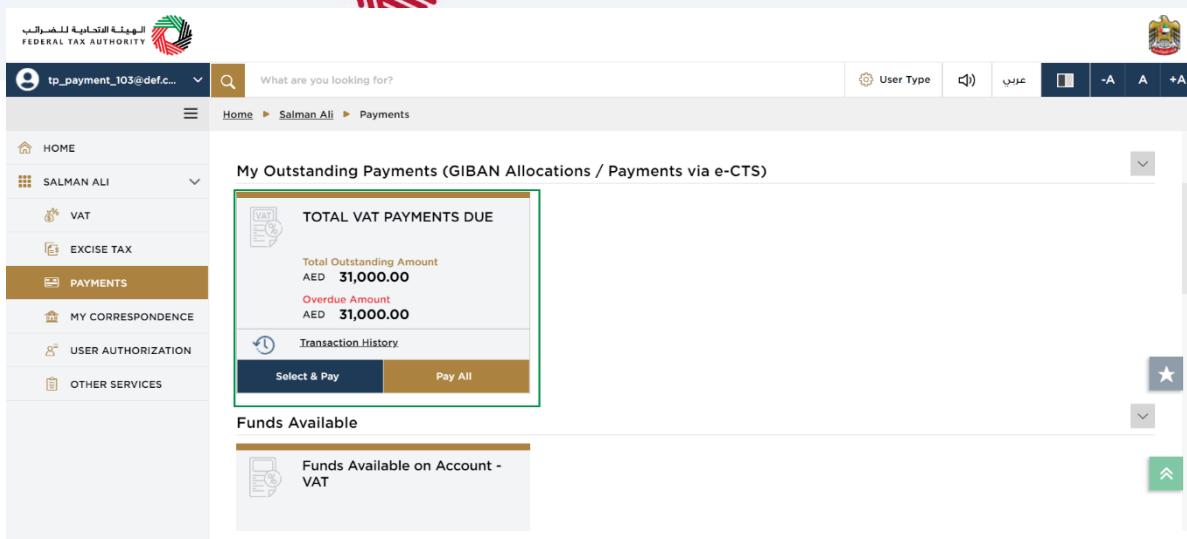
Profile	Action
Rashid Khan	View ...
Pola	View ...
Oman	View ...
Salman Ali	View ...
CRM	View ...
Muhamad bin Ali	View ...
SALMA GLNADA KHALESA NAILA	View ...

Step	Action
(1)	<ul style="list-style-type: none"> On the EmaraTax online user dashboard, click the “View” button on the taxable person profile for which a payment is to be made



The screenshot shows the FTA website's user interface. On the left, there is a navigation sidebar with options like HOME, SALMAN ALI, VAT, EXCISE TAX, PAYMENTS (which is highlighted with a red box and a circled '1'), MY CORP, USER AUTHORIZATION, and OTHER SERVICES. The main content area has tabs for 'Required Actions' and 'Most Used Services'. Under 'Required Actions', there are three items listed by due date: '28/04/2022 VAT - Return submission pending for the period March 2022', '28/03/2022 VAT - Return submission pending for the period February 2022', and '28/01/2022 VAT - Return submission pending for the period December 2021'. Under 'Most Used Services', there are two items: 'VAT - New Registration' and 'VAT 201 VAT return'. Below these sections is a 'Registration Overview' section with tiles for 'Value Added Tax' (TRN: 100633097900003, Active), 'Tax Group', and 'VAT Clearing Company - TINCO' (Not Registered). A 'Customize View' button is also present.

Step	Action
(1)	<ul style="list-style-type: none"> Click on the “Payments” menu option to access the available payment tiles.



What are you looking for?

User Type:

Arabic: -A +A

Home > Salman_Ali > Payments

My Outstanding Payments (GIBAN Allocations / Payments via e-CTS)

TOTAL VAT PAYMENTS DUE

Total Outstanding Amount
AED 31,000.00

Overdue Amount
AED 31,000.00

Transaction History

Select & Pay Pay All

Funds Available

Funds Available on Account - VAT



Only the applicable tax type tiles for which the Taxpayer has been registered will be displayed here.



Pay All

The screenshot shows the 'My Outstanding Payments (GIBAN Allocations / Payments via e-CTS)' section. It displays a summary for 'TOTAL VAT PAYMENTS DUE' with the following details:

- Total Outstanding Amount: AED 31,000.00
- Overdue Amount: AED 31,000.00

Below this, there are two buttons: 'Select & Pay' and 'Pay All'. The 'Pay All' button is highlighted with a red box and a yellow circle containing the number '1', indicating it is the step to click. A tooltip 'Funds Available' points to the 'Pay All' button.

Step	Action
(1)	<ul style="list-style-type: none"> If you wish to make a single payment towards all the outstanding taxes and penalties, click on the "Pay All" option available for that specific tax type



Cancel Existing Allocation

	<ul style="list-style-type: none"> • Any taxes or penalties that have been selected as part of a reference number created for a GIBAN payment will not be included in the list of taxes and penalties when you click on “Pay All” • If you wish to pay all of your outstanding taxes and penalties, you should first cancel any existing reference numbers and then click on the “Pay All” option.
--	--



The screenshot shows the user interface of the Federal Tax Authority's e-CTS portal. The top navigation bar includes the authority's name in English and Arabic, a search bar, and user settings. The main menu on the left lists categories like HOME, SALMAN ALI, VAT, EXCISE TAX, PAYMENTS, MY CORRESPONDENCE, USER AUTHORIZATION, and OTHER SERVICES. The current page, 'My Outstanding Payments (GIBAN Allocations / Payments via e-CTS)', displays a sub-section titled 'Existing GIBAN Allocations'. A callout box points to the 'View Allocations Pending Payment' button, which is highlighted with a red circle labeled '1'. Below this, there are tabs for 'Select & Pay' and 'Pay Now'. The right side of the screen shows a summary of funds available on account for VAT.

Step	Action
(1)	<ul style="list-style-type: none"> Click on “View Allocations Pending Payment” to cancel any existing reference numbers created for a selection of taxes or penalties



Allocations Pending Payment Screen

The screenshot shows the 'Total Excise Payments Due' section under the 'Pending Payments' tab. A message box states: "This list contains the pre-selected liabilities for which a reference number has been generated but the GIBAN payment has not yet been received by the FTA. Once your payment is received against a reference number it will no longer appear on this list. Those liabilities that are part of this pre-selection will not appear on the 'pending payments' tab. If you wish to make a new pre-selection please 'Cancel' the existing reference number." The table lists one entry:

Reference Number	Generated On	Amount	Actions
871156	31/07/2022	10,000.00	***
Total		10,000.00	

Buttons at the bottom include 'Back', 'View', and 'Cancel'. Navigation links at the top include Home, POLA, VAT, EXCISE TAX, PAYMENTS, MY CORRESPONDENCE, USER AUTHORIZATION, and OTHER SERVICES.



- If you have created more than one reference number, each one will be visible as a separate row. You can choose one at a time and perform the necessary actions.
- If you click on "View", you will be able to see the list of taxes and penalties that are part of that reference number



What are you looking for?

User Type: مترد -A A +A

Home > Pola > Payments > TOTAL EXCISE PAYMENTS DUE

Total Excise Payments Due

Pending Payments Allocations Pending Payment

This list contains the pre-selected liabilities for which a reference number has been generated but the GIBAN payment has not yet been received by the FTA. Once your payment is received against a reference number it will no longer appear on this list. Those liabilities that are part of this pre-selection will not appear on the "pending payments" tab. If you wish to make a new pre-selection please "Cancel" the existing reference number.

Download ★

Reference Number	Generated On	Amount	Actions
871156	31/07/2022	10,000.00	<input type="button"/> ... <input type="button"/> View <input checked="" type="button"/> Cancel 1
Total		10,000.00	

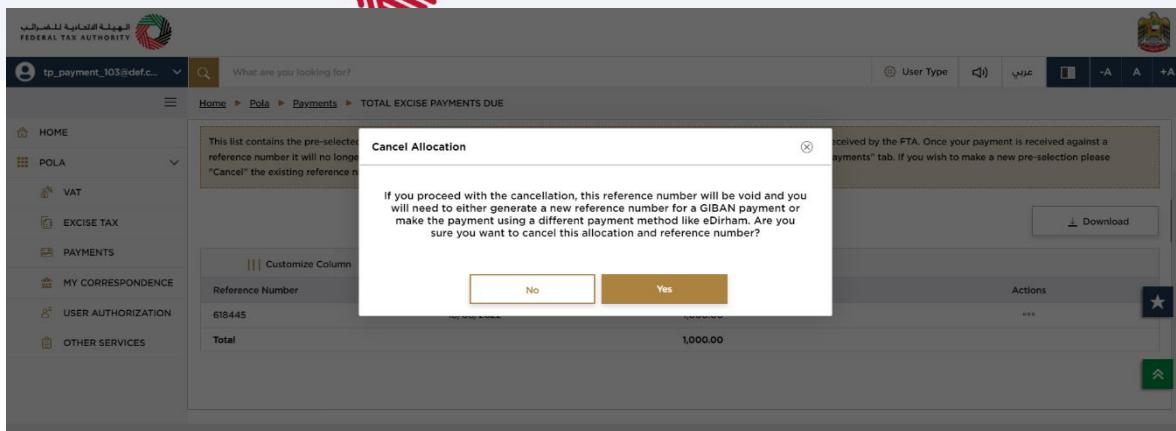
Back

Step	Action
(1)	<ul style="list-style-type: none"> Click on the three dots under the "Actions" column and click on "Cancel" to cancel the existing allocation



The screenshot shows a user interface for managing payments. A modal window titled "Cancel Allocation" is displayed, containing a message about the consequences of cancellation. Below the message are two buttons: "No" and "Yes". The "Yes" button is highlighted with a red box and a circled number "1". The background shows a table with columns for Reference Number (618445), Total (1,000.00), and Actions.

Step	Action
(1)	<ul style="list-style-type: none"> Click on “Yes” if you wish to cancel the existing allocation



This list contains the pre-selected reference number it will no longer be used. "Cancel" the existing reference number.

If you proceed with the cancellation, this reference number will be void and you will need to either generate a new reference number for a GIBAN payment or make the payment using a different payment method like eDirham. Are you sure you want to cancel this allocation and reference number?

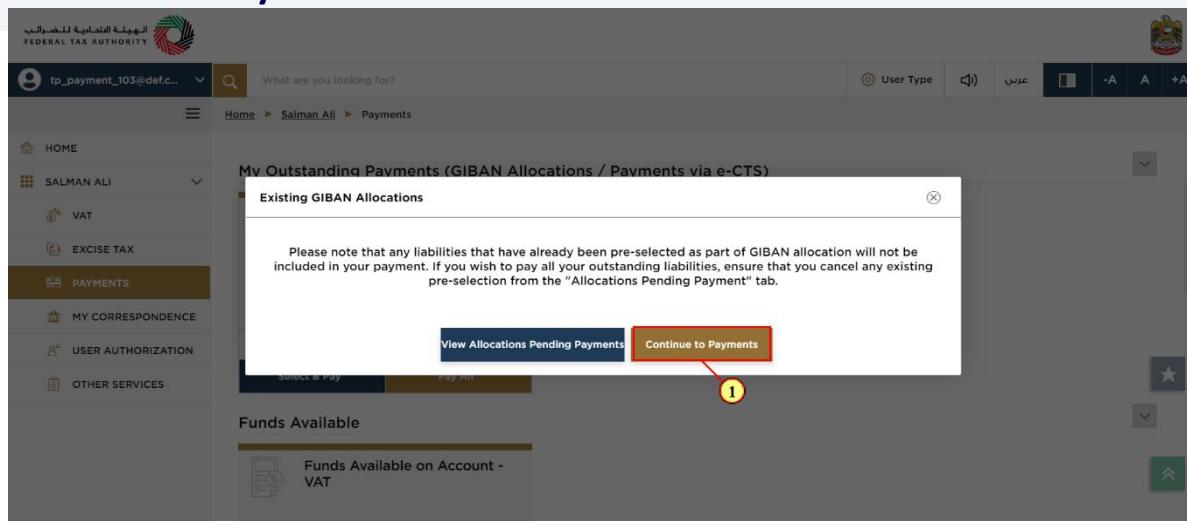
No Yes

Reference Number	Total	Actions
618445	1,000.00	***



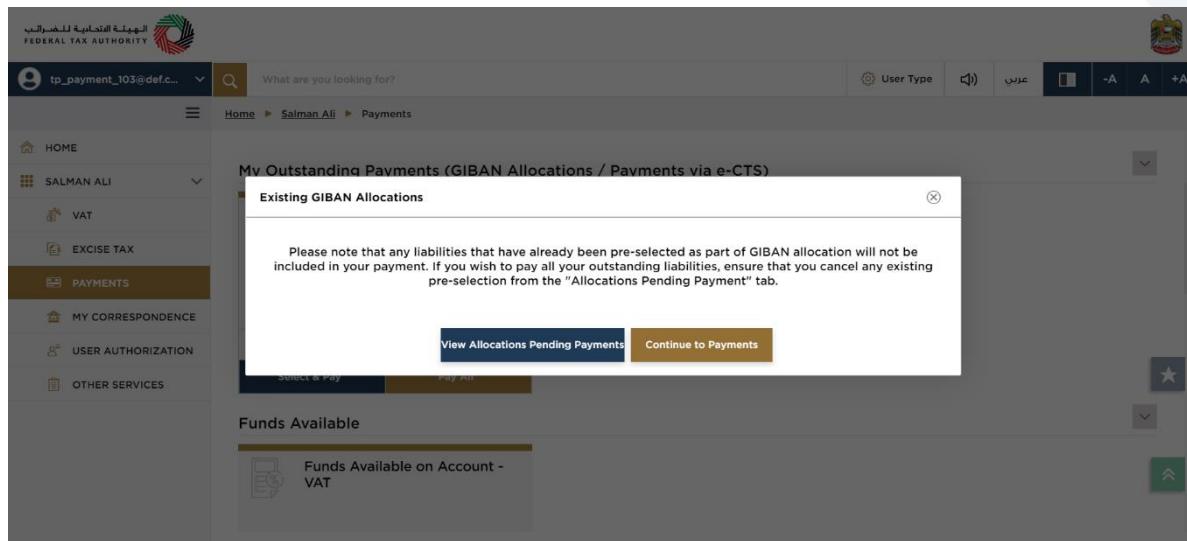
- Once you cancel the existing allocation, all the taxes or penalties that were selected as part of that reference number, will now be included for payment when you click on "Pay All".
- If you click on "No" in the pop up window, you will return to the 'Allocations Pending Payment' screen.

Continue to Payments



The screenshot shows the 'My Outstanding Payments (GIBAN Allocations / Payments via e-CTS)' page. A callout box highlights the 'Continue to Payments' button, which is red and has a yellow circle with the number '1' below it.

Step	Action
(1)	<ul style="list-style-type: none"> Click on "Continue to Payments" if there are no existing reference numbers that you wish to first cancel.



The screenshot shows the same 'My Outstanding Payments' page as above, but the 'Continue to Payments' button is now highlighted with a yellow circle containing the number '1'.

	You will then move to the "Select a Payment Method" screen.
---	---



tp_payment_103@def...

What are you looking for?

Home > Salman_Ali > Payments

2. Quote the generated reference number while making your GIBAN payment
3. Pay the exact amount for that reference number

The FTA cannot guarantee accurate allocation of your payment if the correct reference number is not quoted while making GIBAN payment

My Outstanding Payments (GIBAN Allocations / Payments via e-CTS)

TOTAL VAT PAYMENTS DUE

Total Outstanding Amount AED 31,500.00
Overdue Amount AED 31,500.00

Transaction History

Select & Pay **Pay All**

Funds Available 1

Step	Action
(1)	<ul style="list-style-type: none"> If you wish to make a payment for selected taxes or penalties, click on the 'Select and Pay' option available for that specific tax type



Select and Pay

The screenshot shows the 'My Outstanding Payments (GIBAN Allocations / Payments via e-CTS)' page. The total VAT payments due are AED 31,000.00, with an overdue amount of AED 31,000.00. There are two buttons: 'Select & Pay' (highlighted with a red box) and 'Pay All'. Below these buttons, a section titled 'Funds Available' shows 'Funds Available on Account - VAT' with a value of 1. A red circle with the number 1 points to this section.

Step	Action
(1)	<ul style="list-style-type: none"> If you wish to make a payment for selected taxes or penalties, click on the 'Select and Pay' option available for that specific tax type



What are you looking for?

User Type: عرب -A A +A

Home > Salman Ali > Payments > TOTAL VAT PAYMENTS DUE

Total Tax Liabilities: AED 20,000.00 | Total Penalties: AED 11,000.00

<input type="checkbox"/> Customize Column	Reference Number	Liability Type	Period Description	Payment Due Date	Original Liability (AED)	Outstand... Liability (AED)	Amount to be paid (AED)	Status
<input type="checkbox"/>	300000003394	VAT Late Registration Penalty	-	29/06/2022	10,000.00	10,000.00	10,000.00	Overdue
<input type="checkbox"/>	300000003398	VAT VD Fixed Penalty	November 2021	28/12/2021	1,000.00	1,000.00	1,000.00	Overdue
<input type="checkbox"/>	> 300000003398	VAT Returns + VD	November 2021		20,000.00	20,000.00	20,000.00	Overdue

Total Payment Amount :AED 0.00

< > 1 Showing 5 of 3 records per page



By default, all of the outstanding taxes and penalties will be selected. To change the default selection, click the checkbox next to the “Reference Number” column



What are you looking for?

User Type: عرب -A A +A

Home > Salman Ali > Payments > TOTAL VAT PAYMENTS DUE

Total Tax Liabilities: AED 20,000.00 | Total Penalties: AED 11,000.00

<input type="checkbox"/> Customize Column	Reference Number	Liability Type	Period Description	Payment Due Date	Original Liability (AED)	Outstand... Liability (AED)	Amount to be paid (AED)	Status
<input type="checkbox"/>	300000003394	VAT Late Registration Penalty	-	29/06/2022	10,000.00	10,000.00	10,000.00	Overdue
<input type="checkbox"/>	300000003398	VAT VD Fixed Penalty	November 2021	28/12/2021	1,000.00	1,000.00	1,000.00	Overdue
<input type="checkbox"/>	> 300000003398	VAT Returns + VD	November 2021		20,000.00	20,000.00	20,000.00	Overdue

Total Payment Amount :AED 0.00

Showing 5 of 3 records per page Go

Step	Action
(1)	<ul style="list-style-type: none"> Select the outstanding taxes and penalties you wish to make a payment for by clicking on the checkbox.



tp_payment_103@def.c...

What are you looking for?

Home > Salman Ali > Payments > TOTAL VAT PAYMENTS DUE

Total Tax Liabilities : AED 20,000.00 | Total Penalties : AED 11,000.00

<input type="checkbox"/> Customize Column	Reference Number	Liability Type	Period Description	Payment Due Date	Original Liability (AED)	Outstand... Liability (AED)	Amount to be paid (AED)	Status
<input type="checkbox"/>	300000003394	VAT Late Registration Penalty	-	29/06/2022	10,000.00	10,000.00	<input type="text" value="10,000.00"/>	Overdue
<input checked="" type="checkbox"/>	300000003398	VAT VD Fixed Penalty	November 2021	28/12/2021	1,000.00	1,000.00	<input type="text" value="500.00"/>	Overdue
<input type="checkbox"/>	> 300000003398	VAT Returns + VD	November 2021		20,000.00	20,000.00	<input type="text" value="20,000.00"/>	Overdue

Total Payment Amount : AED 500.00

Showing 5 of 3 records per page <input type="button" value="



What are you looking for?

User Type: عرب -A A +A

Home > Salman Ali > Payments > TOTAL VAT PAYMENTS DUE

Total Tax Liabilities: AED 20,000.00 | Total Penalties: AED 11,000.00

<input type="checkbox"/> Customize Column	Reference Number	Liability Type	Period Description	Payment Due Date	Original Liability (AED)	Outstanding Liability (AED)	Amount to be paid (AED)	Status
<input type="checkbox"/>	300000003394	VAT Late Registration Penalty	-	29/06/2022	10,000.00	10,000.00	10,000.00	Overdue
<input checked="" type="checkbox"/>	300000003398	VAT VD Fixed Penalty	November 2021	28/12/2021	1,000.00	1,000.00	500.00	Overdue
<input type="checkbox"/>	> 300000003398	VAT Returns + VD	November 2021		20,000.00	20,000.00	20,000.00	Overdue

Total Payment Amount :AED 500.00

< > 1 Showing 5 of 3 records per page



- You can edit the "Amount to be Paid" column by entering an amount equal to or less than the amount displayed in the "Outstanding Liability" column.
- If you enter an amount greater than the value in the 'Outstanding Liability' column, a pop-up message will indicate that overpayments are not allowed.



tp_payment_103@def.c... What are you looking for?

User Type: عرب -A A +A

Home > Salman_Ali > Payments > TOTAL VAT PAYMENTS DUE

Total Tax Liabilities: AED 20,000.00 | Total Penalties: AED 11,000.00

Reference Number	Liability Type	Period Description	Payment Due Date	Original Liability (AED)	Outstand... Liability (AED)	Amount to be paid (AED)	Status
<input type="checkbox"/> 300000003394	VAT Late Registration Penalty	-	29/06/2022	10,000.00	10,000.00	10,000.00	Overdue
<input checked="" type="checkbox"/> 300000003398	VAT VD Fixed Penalty	November 2021	28/12/2021	1,000.00	1,000.00	500.00	Overdue
<input type="checkbox"/> > 300000003398	VAT Returns + VD	November 2021		20,000.00	20,000.00	20,000.00	Overdue

Total Payment Amount :AED 500.00

< > 1 Go Showing 5 of 3 records per page

Back Proceed to Payment

Step	Action
(1)	<ul style="list-style-type: none"> Click "Proceed to Payment" to move to the Select a Payment Method screen



What are you looking for?

User Type: عرب -A A +A

Home > Salman_Ali > Payments > TOTAL VAT PAYMENTS DUE

Total Tax Liabilities: AED 20,000.00 | Total Penalties: AED 11,000.00

Reference Number	Liability Type	Period Description	Payment Due Date	Original Liability (AED)	Outstand... Liability (AED)	Amount to be paid (AED)	Status
<input type="checkbox"/> 300000003394	VAT Late Registration Penalty	-	29/06/2022	10,000.00	10,000.00	10,000.00	Overdue
<input checked="" type="checkbox"/> 300000003398	VAT VD Fixed Penalty	November 2021	28/12/2021	1,000.00	1,000.00	500.00	Overdue
<input type="checkbox"/> > 300000003398	VAT Returns + VD	November 2021		20,000.00	20,000.00	20,000.00	Overdue

Total Payment Amount :AED 500.00

< > 1 Go Showing 5 of 3 records per page

Back Proceed to Payment

 You will then be able to select a method of payment as explained later.



Choose Payment Method

Select a Payment Method

Payment Summary		Choose Payment Method	
VAT			
VAT Penalties		GIBAN	Magnati Pay
November 2021 - VAT VD Fixed AED 500.00 Penalty			
Total AED 500.00		<input type="radio"/> <input checked="" type="radio"/> 1	
Back		Proceed to payment 	

Step	Action
(1)	Click on the radio button “Magnati Pay” to choose the payment method and then click on “Proceed to Payment”.

Select a Payment Method

Payment Summary		Choose Payment Method	
VAT			
VAT Penalties		GIBAN	Magnati Pay
November 2021 - VAT VD Fixed AED 500.00 Penalty			
Total AED 500.00		<input type="radio"/> <input checked="" type="radio"/> 1	
Back		Proceed to payment 	

	<ul style="list-style-type: none"> You can view the payment amount under the “Payment Summary” section. Once you click on Proceed to Payment you will be redirected to the Magnati Pay portal
--	---



The screenshot shows the Federal Tax Authority's EmaraTax portal. The user is at the 'TOTAL VAT PAYMENTS DUE' page under 'SALMAN ALI'. A 'Payment Method' dropdown is open, showing 'Magnati Pay' as the selected option. A confirmation dialog box is displayed in the center, asking 'You are about to leave Federal Tax Authority EmaraTax. Do you want to proceed?'. The 'Yes' button is highlighted with a red box and a yellow circle containing the number 1.

Step	Action
(1)	Click "Yes" to proceed to Magnati Pay portal



Select payment method

Credit / Debit / Prepaid Card

CARDHOLDER NAME

FRICITIONLESS

CARD EXPIRY

12

2025

CARD NUMBER

5204740000001002

CVV / CVC

282 16 782

PAYMENT TO
Federal Tax Authority

TRANSACTION AMOUNT

AED 500.00

SERVICE CHARGE

AED 3.40

TOTAL

AED 503.40

Pay

Cancel

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First Abu Dhabi Bank



- This section is for you to enter your card details which will be validated by the Magnati Pay portal.

Select payment method

Credit / Debit / Prepaid Card

CARDHOLDER NAME	CARD EXPIRY
FRictionless	12 2025
CARD NUMBER	CVV / CVC
5204740000001002	333 782

Please do not click the back button or refresh the page or close the window, while the transaction is processing.
This is a secure payment gateway using 128-bit SSL encryption.

PAYMENT TO
Federal Tax Authority

TRANSACTION AMOUNT

AED 500.00

SERVICE CHARGE

AED 3.40

TOTAL
AED 503.40

Pay

Cancel

Powered by **FAB** magnati
First Abu Dhabi Bank



Step	Action
(1)	<ul style="list-style-type: none"> You can view any charges levied by the Magnati Pay portal against the "Service Charge" tag

Select payment method

Credit / Debit / Prepaid Card

CARDHOLDER NAME	CARD EXPIRY
FRictionless	12 2025
CARD NUMBER	CVV / CVC
5204740000001002	333 282 16782

Please do not click the back button or refresh the page or close the window, while the transaction is processing.
This is a secure payment gateway using 128-bit SSL encryption.

PAYMENT TO
Federal Tax Authority

TRANSACTION AMOUNT

AED 500.00

SERVICE CHARGE

AED 3.40

TOTAL

AED 503.40

Pay

Cancle **1**



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First Abu Dhabi Bank

Step	Action
(1)	<ul style="list-style-type: none"> Enter the Card Holder Full Name, Card Number, Expiry Date, CVV/CVC and then click on the “Pay” button.



Select payment method

Credit / Debit / Prepaid Card

CARDHOLDER NAME

FRictionless

CARD EXPIRY

12

2025

CARD NUMBER

5204740000001002

CVV / CVC

282 14 782

PAYMENT TO
Federal Tax Authority

TRANSACTION AMOUNT

AED 500.00

SERVICE CHARGE

AED 3.40

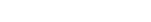
TOTAL

AED 503.40

Pay

Cancel

Powered by **FAB** magnati
First Abu Dhabi Bank



- You will be notified on whether your payment has been processed successfully or not.
- You will then be redirected back to the EmaraTax portal. Do not close your browser or app before being redirected back to the EmaraTax portal.



User Type
Search icon
Arabic
-A
A
+A

Legal Name : Jaifeoa

Amount paid to FTA : AED 500.00

What Next :

1) Your account will be updated with the payment received. This amount will be automatically allocated to future outstanding liabilities, or your next tax return filing based on the selection you made before making the payment
 2) You will receive a notification via your preferred means of correspondence confirming this payment
 3) You can view this payment in your Transaction History
 4) You can download a copy of this receipt using the Download button below or in the future from "My Correspondence"

Important:
Once your Tax Agent Registration application has been 'pre-approved' by the FTA, you will be required to take the Language proficiency test for both Arabic and English, written and spoken & the Tax Agent Qualification Standards Test. You will be notified about the test data via email.

For any queries please contact us on www.xyz.com or contact us directly at our call center number 1234567890 or email atxyz@gmail.com

[Download](#)
[Back to Dashboard](#)

Step	Action
(1)	Click on the "Download" button and download the Payment acknowledgment receipt.



User Type
Search icon
Arabic
-A
A
+A

What are you looking for?

Legal Name : Jaifeoa

Amount paid to FTA : AED 500.00

What Next :

- 1) Your account will be updated with the payment received. This amount will be automatically allocated to future outstanding liabilities, or your next tax return filing based on the selection you made before making the payment
- 2) You will receive a notification via your preferred means of correspondence confirming this payment
- 3) You can view this payment in your Transaction History
- 4) You can download a copy of this receipt using the Download button below or in the future from "My Correspondence"

Important:
Once your Tax Agent Registration application has been 'pre-approved' by the FTA, you will be required to take the Language proficiency test for both Arabic and English, written and spoken & the Tax Agent Qualification Standards Test. You will be notified about the test data via email.

For any queries please contact us on www.xyz.com or contact us directly at our call center number 1234567890 or email atxyz@gmail.com

Download
Back to Dashboard

Step	Action
(1)	Click on 'Back to Dashboard' to go back to dashboard.



Thank you