



إمارات تاكس  
**EMARATAX**

## Payment for VAT on Commercial Property Sales – Seller

### User Manual

Date: Oct 2022

Version 1.0.0.0

#### Private and Confidential

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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"> <li>• Registered for VAT</li> <li>• Registered for Excise</li> <li>• Non-registered Taxpayer</li> <li>• Tax Group</li> <li>• Warehouse Keeper</li> <li>• Freight Forwarder/VAT Clearing Company (TINCO)</li> <li>• Excise Tax Clearing Company (TINCE)</li> </ul>
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
<b>In the Portal</b>	
<b>User types</b>	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
<b>English</b>	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
<b>Manage Account</b>	This is used to manage the user profile details such as the Name, Registered Email address, Registered Mobile number, and password
<b>Log Out</b>	This is used to log off from the portal
<b>In the Business Process application</b>	
<b>Previous Step</b>	This is used to go the Previous section of the Input Form
<b>Next Step</b>	This is used to go the Next section of the Input Form
<b>Save as Draft</b>	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](#)



## Payment for VAT on Commercial Property Sales - Seller\_V0.1.0.0

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## Introduction



This manual is prepared to help a taxpayer navigate through the EmaraTax portal, access the “Other Services” screen and make payments for the VAT on Commercial Property Sales as a seller of property.



# Login to EmaraTax

- You can login into the EmaraTax portal 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 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.



Screenshot of the Federal Tax Authority (FTA) website interface. The top navigation bar includes the FTA logo, a search bar, user type selection, language options (Arabic/English), and font size adjustment. The main menu on the left shows 'HOME', 'OTHER SERVICES' (which is highlighted with a red circle and labeled '1'), and 'MY CORRESPONDENCE'. The central content area displays a 'Create New Taxable Person Profile' page with a 'Taxable Person List' section containing three entries: 'Uaekfo', 'Pola', and 'Oman'. A 'Search' button is located above the list. At the bottom, there are 'QUICK LINKS' (tax.gov.ae, Help Center), 'OTHER LINKS' (What's New, FAQs), and a 'FOLLOW US' section with social media icons.

Step	Action
(1)	Select the “Other Services” menu option



Screenshot of the Federal Tax Authority (FTA) website interface showing the "Other Services" section. The "Payment of VAT on Commercial Property" tile is highlighted with a red box and a yellow circle containing the number "1".

The screenshot shows the following layout:

- Header:** FEDERAL TAX AUTHORITY logo, search bar, user type selection, Arabic/English language switch, font size adjustment (+A, -A).
- Left Sidebar:** HOME, OTHER SERVICES (selected), MY CORRESPONDENCE.
- Content Area:**
  - Link TRN to New Email Address**: 0 Total Requests. Buttons: View All, Create New.
  - Reconsideration & Waive Reduction**: Buttons: View All.
  - Excise Goods List**: Buttons: View All.
  - Payment of VAT on Commercial Property**: 1 Total Requests. Buttons: View All (highlighted with a red box and yellow circle "1"), Actions.
  - Tax Agent Infraction**: Buttons: Actions.
  - My Reports**: A link with a yellow circle containing the number "1".
- Footer:** QUICK LINKS, OTHER LINKS, FOLLOW US (with icons for LinkedIn, YouTube, Facebook, Twitter).

Step	Action
(1)	Click on “View All” under “Payment of VAT on Commercial Property” tile.



Searched by: tp\_payment\_103@def.c... | [User Type](#) | [Arabic](#) | [-A](#) [A](#) [+A](#)

What are you looking for?

Other Services ► Payment of VAT on Commercial Property Sale

Payment of VAT on Commercial Property sale

New Request

Customize Columns Search

Reference Number	Submitted Date	Status	Action
909000091933	-	Draft	...

★



If you have any existing requests in draft mode or have previously raised requests to make payments of VAT on commercial property sales, these will be visible as entries in the table above.



Searched by: tp\_payment\_103@def.c... | [User Type](#) | [Arabic](#) | [-A](#) | [A](#) | [+A](#)

What are you looking for?

[Other Services](#) ► [Payment of VAT on Commercial Property Sale](#)

[HOME](#) | [OTHER SERVICES](#) | [MY CORRESPONDENCE](#)

**Payment of VAT on Commercial Property sale**

[New Request](#) 1

<a href="#">Customize Columns</a>		<a href="#">Search</a>	
Reference Number	Submitted Date	Status	Action
909000091933	-	<input checked="" type="radio"/> Draft	...

[★](#)

Step	Action
(1)	Click on the “New Request” button to make a new VAT payment for a commercial property sale.



tp\_payment\_103@def...

What are you looking for?

[Other Services](#) > Payment of VAT on Commercial Property Sale

### Payment of VAT on Commercial Property sale

No of form sections 3 sections	Expected time to complete this request 20 minutes	Expected fees for this service Free of charge
-----------------------------------	--	--

**Required Templates**  
NA

**Required Documents**

The following is designed to help you prepare the documentary requirements that you should have at hand in order to complete the request:

You will need to upload copies of the following documents:

- Valid Trade Licence
- Emirates ID of the authorised signatory (If the buyer is a resident of the UAE)
- Passport of the authorised signatory

Accepted file types are PDF, JPG, PNG, JPEG and Excel. The individual file size limit is 5 MB

You would also need to provide the following details as part of the application:

- Details of the person the buyer is buying the property from
- Details of the commercial property
- Land Department Transaction Number
- Property sale value

[Back](#)



These are the instructions and guidelines which detail key information such as required templates, supporting documentation, eligibility criteria and the expected time to complete this refund request.

tp\_payment\_103@def...

What are you looking for?

[Other Services](#) > Payment of VAT on Commercial Property Sale

Property sale value

**Service Details**

[About the Service](#)

[Eligibility Criteria](#)

[Service Steps](#)

[FAQs](#)

I confirm that I have read the above instructions and guidelines

[Back](#)

Step	Action
(1)	After clicking and confirming that all the instructions and guidelines in the Getting Started Guide have been read, click on the “Start” button.



Screenshot of the FTA website showing the 'Payment of VAT on Commercial Property sale' service. A modal window titled 'Registration Confirmation' asks if the user is registered with FTA for VAT. The 'Yes' option is selected. A note below states: 'If you are purchasing this commercial property for a business that is already registered with the FTA, you should include the VAT amount as part of your next tax returns.' An 'OK' button is at the bottom right of the modal, with a red circle and the number '1' indicating it as the first step.

Step	Action
(1)	Select "Yes" if you are registered for VAT with FTA and click on "Ok" to cancel the request for VAT on Commercial Property Sale.



The screenshot shows a web interface for the Federal Tax Authority (FTA) in the United Arab Emirates. At the top, there's a navigation bar with a user icon, a search bar containing 'tp\_payment\_103@def.c...', and language selection options (User Type, Arabic/English, font size). Below the header, a breadcrumb trail reads 'Other Services > Payment of VAT on Commercial Property Sale'. On the left, a sidebar titled 'Start Guide' lists sections: Overview, Important basics about VAT, FAQ, Overview, and Important information about usage of online Tax group form. The main content area displays a 'Registration Confirmation' dialog box. The dialog asks 'Are you registered with FTA for VAT?' with 'No' selected. It contains placeholder text for VAT registration details. At the bottom of the dialog is a 'Proceed' button. Below the dialog, there's a checkbox labeled 'I confirm that I have read the Getting Started Guide' and a 'Start' button.

 If you are registered for VAT with the FTA, then you must report the VAT amount on any commercial property sales as part of your VAT returns.



Screenshot of the Federal Tax Authority (FTA) website showing the 'Payment of VAT on Commercial Property Sale' process.

The screenshot shows a modal dialog titled 'Registration Confirmation' asking 'Are you registered with FTA for VAT?'. The 'No' radio button is selected. A red box highlights the 'Proceed' button, which is also circled with a yellow circle containing the number '1'.

Below the modal, there is a checkbox labeled 'I confirm that I have read the Getting Started Guide'.

Step	Action
(1)	Select the radio button 'No' to confirm that you are not registered with FTA for VAT and click "Proceed" which will display the request form



## Buyer/Seller Details

User Type
Search icon
Arabic
-A
A
+A

What are you looking for?

Other Services > Payment of VAT on Commercial Property Sale

**Payment of VAT on Commercial Property sale**

1 Buyer/Seller Details      2 Property/Payment Detail      3 Review & Declaration

**Buyer/Seller Details**

Please select your business role

Buyer     Seller

**Seller Details** (1) \*

Please select the entity type

Previous Step
Save as Draft
Next Step

Step	Action
(1)	On the Buyer/Seller Details page, select the “Seller” radio button if you are the Seller of the property.



tp\_payment\_103@def.c...  What are you looking for?

Other Services > Payment of VAT on Commercial Property Sale

### Payment of VAT on Commercial Property sale

**Seller Details**

Please select the entity type

Legal Person  Natural Person

Legal Name in English	Legal Name in Arabic
SALMA GLNADA KHALESA NAILA AL MAKHEETA	سلمى خالصه نيلا المخطي
License Issuing Authority	License Number
Dubai Development Authority	67538299452
Issue Date	Expiry Date
02/08/2019	02/08/2029

1

Step	Action
(1)	Select the Entity Type as “Legal Person” if you fall under the category of legal person and then enter all your details.



الهيئة الاتحادية للضرائب  
FEDERAL TAX AUTHORITY

tp\_payment\_103@def.c...

What are you looking for?

Payment of VAT on Commercial Property Sale

### Payment of VAT on Commercial Property sale

**Seller Details**

Please select the entity type

Legal Person  Natural Person

Legal Name in English: SALMA GLNADA KHALESA NAILA AL MAKHEETA

Legal Name in Arabic: سلمى خالصه نائله المخطي

License Issuing Authority: Dubai Development Authority

License Number: 67538299452

Issue Date: 02/08/2019

Expiry Date: 02/08/2029

 You can click on the “i” icon for the definitions of “Legal Person” and “Natural Person”

الهيئة الاتحادية للضرائب  
FEDERAL TAX AUTHORITY

tp\_payment\_103@def.c...  What are you looking for?

Other Services ► Payment of VAT on Commercial Property Sale

### Payment of VAT on Commercial Property sale

Enter Trade name in English <input type="text" value="Salma Builders"/>	Enter Trade name in Arabic <input type="text" value="سلمة سلمي"/>	
Upload copy of trade licensee <input type="button" value="Add/View(1)"/> Drag files here Max File size : 15 MB Formats : PDF, Doc Max. No. of files : 3		
Country Code <input type="text" value="+971 ( United Arab Emirates )"/>	Mobile Number <input type="text" value="897535684"/>	Email ID <input type="text" value="tp_payment_103@def.com"/>

**Buyer Details**

(1) Click on Add/View button to upload a copy of the Trade License and then choose the applicable country code, enter your Mobile number and a valid email address.

Step	Action
(1)	Click on Add/View button to upload a copy of the Trade License and then choose the applicable country code, enter your Mobile number and a valid email address.



tp\_payment\_103@def.c...  What are you looking for?

Other Services > Payment of VAT on Commercial Property Sale

### Payment of VAT on Commercial Property sale

**Seller Details**

Please select the entity type  Legal Person  Natural Person

First Name in English <input type="text" value="SALMA GLNADA KHALESA NAILA"/>	Last Name in English <input type="text" value="AL MAKHEETA"/>
First Name in Arabic <input type="text" value="سلمى جلدة خالصة نعيلة"/>	Last Name in Arabic <input type="text" value="المخططة"/>

Are you a resident of the UAE?  Yes  No

Step	Action
(1)	Select the “Natural Person” radio button if you fall under the category of a Natural Person and then enter all the necessary details in English and Arabic as required.



tp\_payment\_103@def...

What are you looking for?

Other Services > Payment of VAT on Commercial Property Sale

### Payment of VAT on Commercial Property sale

Are you a resident of the UAE?

Yes  No

Emirates ID number <input type="text"/>	Emirates ID Expiry Date <input type="text"/> <input type="button" value="Calendar"/>
Upload Copy Of Your Emirates ID <div style="display: flex; align-items: center;"> <span style="background-color: #009640; color: white; padding: 2px 5px;">Add/View(1)</span> <span style="margin: 0 10px;">Drag files here</span> </div> <p>Max File size : 15 MB   Formats : PDF, JPG, JPEG, PNG, DOC   Max. No. of files : 3</p>	
Country of Nationality <input type="text"/>	
Passport Number <input type="text"/>	Passport Expiry Date <input type="text"/> <input type="button" value="Calendar"/>
Upload copy of your passport <div style="display: flex; align-items: center;"> <span style="background-color: #009640; color: white; padding: 2px 5px;">Add/View(1)</span> <span style="margin: 0 10px;">Drag files here</span> </div> <p>Max File size : 15 MB   Formats : PDF, JPG, JPEG, PNG, DOC   Max. No. of files : 3</p>	
Passport Issuing Country <input type="text"/>	

1

Step	Action
(1)	Enter the Emirates Id and Passport details if you select the radio button “Yes” to confirm that you are a resident of the UAE and click on Add/View button to upload copies of your Emirates id and passport.



FEDERAL TAX AUTHORITY

tp\_payment\_103@def.c...  What are you looking for?

User Type:  عرب

Other Services > Payment of VAT on Commercial Property Sale

### Payment of VAT on Commercial Property sale

Are you a resident of the UAE?  
 Yes  No

Passport Number  Passport Expiry Date

Upload copy of your passport  Drag files here   
 Max File size : 15 MB Formats : PDF, JPG, JPEG, PNG, DOC Max. No. of files : 3

Passport Issuing Country

**Buyer Details** 1

Please select the entity type

Step	Action
(1)	Select the radio button “No” if you are not a resident of the UAE. Enter your passport details and then click on the Add/View button to upload a copy of your passport.



tp\_payment\_103@def.c...  What are you looking for?

Other Services ► Payment of VAT on Commercial Property Sale

### Payment of VAT on Commercial Property sale

**Buyer Details**

Please select the entity type

Legal Person  Natural Person

Legal Name in English RAJA GURU VIJAYA KUMAR	Legal Name in Arabic راجا جورو فيجايا كومار
License Issuing Authority Abu Dhabi Department of Economic Development	License Number 678143639
Issue Date 03/08/2020	Expiry Date 03/08/2025

Step	Action
(1)	Select the Entity Type as “Legal Person” if the Buyer falls under the category of a Legal Person and enter all the buyer’s details.



tp\_payment\_103@def.c...  What are you looking for?

Other Services > Payment of VAT on Commercial Property Sale

### Payment of VAT on Commercial Property sale

**Buyer Details**

Please select the entity type

Legal Person  Natural Person

Legal Name in English: RAJA GURU VIJAYA KUMAR | Legal Name in Arabic: راجا جورو فيجايا كومار

License Issuing Authority: Abu Dhabi Department of Economic Development | License Number: 678143639

Issue Date: 03/08/2020 | Expiry Date: 03/08/2025



You can click on the “i” icon for the definitions of “Legal Person” and “Natural Person”.

الهيئة الاتحادية للضرائب  
FEDERAL TAX AUTHORITY

tp\_payment\_103@def.c...

What are you looking for?

Other Services ► Payment of VAT on Commercial Property Sale

### Payment of VAT on Commercial Property sale

Issue Date	Expiry Date	
03/08/2020	03/08/2025	
Enter Trade name in English	Enter Trade name in Arabic	
RAJA GURU VIJAYA KUMAR	رضا جوره عيادبا خومار	
<input style="border: 1px solid green; background-color: #0070C0; color: white; padding: 5px 10px; margin-bottom: 5px;" type="button" value="Upload copy of trade license"/> <input style="border: 1px solid green; background-color: #0070C0; color: white; padding: 2px 10px;" type="button" value="Add/View(1)"/> <span style="border: 1px dashed #ccc; padding: 5px; display: inline-block;">Drag files here</span> Max File size : 15 MB      Formats : PDF, Doc      Max. No. of files : 3		
Country Code	Mobile Number	Email ID
+971 ( United Arab Emirates )	654280374	raja_payment_111@def.com

1

**Step** | **Action**

(1)	Click on "Add/View" button to upload a copy of the buyer's Trade License and then choose the applicable country code, enter the Mobile number and a valid email address of the buyer.
-----	---

tp\_payment\_103@def.c...

What are you looking for?

Other Services > Payment of VAT on Commercial Property Sale

### Payment of VAT on Commercial Property sale

**Buyer Details**

Please select the entity type

Legal Person  Natural Person

First Name in English	Last Name in English
RAJA GURU	VIJAYA KUMAR
First Name in Arabic	Last Name in Arabic
راجا جورو	فيجايا كومار

Is the buyer a resident of the UAE?

Yes  No

1

Step	Action
(1)	Select the Entity Type as “Natural Person” if the Buyer falls under the category of a Natural Person and enter all the buyer’s details.



tp\_payment\_103@def.c...  What are you looking for?

Other Services > Payment of VAT on Commercial Property Sale

### Payment of VAT on Commercial Property sale

Is the buyer a resident of the UAE?

Yes  No

Emirates ID number  Emirates ID Expiry Date

Upload Copy Of Your Emirates ID  Drag files here Max File size : 15 MB Formats : PDF, JPG, JPEG, PNG, DOC Max. No. of files : 3

Country of Nationality

Passport Number  Passport Expiry Date

Step	Action
(1)	Select the radio button "Yes" in case the buyer is a resident of the UAE. Enter the details of the buyer's Emirates Id and passport and then click on "Add/View" button to upload copies of the buyer's Emirates id and passport.

tp\_payment\_103@def.c...  What are you looking for?

User Type:  عرب

Other Services > Payment of VAT on Commercial Property Sale

### Payment of VAT on Commercial Property sale

Is the buyer a resident of the UAE?  
 Yes  No

Passport Number:  Passport Expiry Date:

Upload copy of your passport:  
 Drag files here  
 Max File size : 15 MB Formats : PDF, JPG, JPEG, PNG, DOC Max. No. of files : 3

Passport Issuing Country:

Is the buyer registered for VAT in UAE?  
 Yes  No  Don't know

Step	Action
(1)	Select the radio button "No" in case the buyer is not a resident of the UAE. Enter the buyer's passport details and then click on "Add/View" button to upload a copy of the buyer's passport.



What are you looking for?

Other Services ▶ Payment of VAT on Commercial Property Sale

**Payment of VAT on Commercial Property sale**

RAJA GURU VIJAYA KUMAR	License Number
Abu Dhabi Department of Economic Development	679143639
Issue Date	Expiry Date
03/10/2020	03/10/2025
Enter Trade name in English	Enter Trade name in Arabic
RAJA GURU VIJAYA KUMAR	For more details click here
Uploaded copy of trade license <input type="button" value="Add/View(1)"/> Drag files here Max File size : 15 MB      Formats : PDF, Doc      Max. No. of files : 3	
Country Code	Mobile Number
+971 (United Arab Emirates)	654280374
Email ID	
raja_payment_111@def.com	
Is the buyer registered for VAT in UAE? <input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Don't know	
TRN Number (Optional)	

**Previous Step**   1

Step	Action
(1)	Choose the radio button “Yes”, “No” or “Don’t Know” to confirm whether the buyer is registered with FTA for VAT and click on “Next Step” to proceed towards the property and payment details section of the request.



tp\_payment\_103@defc...   What are you looking for?

Other Services ▶ Payment of VAT on Commercial Property Sale

### Payment of VAT on Commercial Property sale

Passport Number	Passport Expiry Date
<input type="text"/>	09/07/2025 <input type="button" value="Calendar"/>
Upload copy of your passport <input type="button" value="Add/View(1)"/> Drag files here Max File size : 15 MB Formats : PDF, JPG, JPEG, PNG, DOC Max. No. of files : 3	
Passport Issuing Country <input type="text" value="India"/>	
Is the buyer registered for VAT in UAE? <input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Don't know	
TRN Number (Optional) <input type="text"/>	
<input type="button" value="Save as Draft"/> <input type="button" value="Next Step"/>	



- Optional fields are marked as "(Optional)". All other fields are mandatory.
- You can click on "Save as Draft" if you would like to save your application and continue at a later time.



# Property / Payment Details

What are you looking for? User Type Arabic -A A +A

Other Services ► Payment of VAT on Commercial Property Sale

Payment of VAT on Commercial Property sale

1 Buyer/Seller Details 2 Property/Payment Detail 3 Review & Declaration

**Property/Payment Details**

Date of Transaction: 03/08/2022 Land Department: Land Department- Dubai

Land Department Transaction Number: ABC12345695 Commercial Property Number: 123456

Previous Step Save as Draft Next Step

The progress bar displays the number of steps required to complete the application. The step you are currently in is highlighted in blue. Once you progress to the next section successfully, the previous step will be highlighted in green.

What are you looking for? User Type Arabic -A A +A

Other Services ► Payment of VAT on Commercial Property Sale

Payment of VAT on Commercial Property sale

1 Buyer/Seller Details 2 Property/Payment Detail 3 Review & Declaration

**Property/Payment Details**

Date of Transaction: 03/08/2022 Land Department: Land Department- Dubai

Land Department Transaction Number: ABC12345695 Commercial Property Number: 123456

Previous Step Save as Draft Next Step

Step	Action
(1)	Enter the details of the commercial property and the land department

tp\_payment\_103@def.c... What are you looking for? User Type: عربى A +A -A

Other Services > Payment of VAT on Commercial Property Sale

### Payment of VAT on Commercial Property sale

**Address Details**

Country	United Arab Emirates	Building Name & Number	Maikaani 1234589
Street	Airport Road	Area	Airport
City	Abudhabi	Emirates	Abu Dhabi
Country code	+971 ( United Arab Emirates )	Phone Number	876556783
		Country code	+971 ( United Arab Emirates )
Email ID	raja_payments_III@def.com	Landline Number (Optional)	1234-
		P.O. Box (Optional)	

Previous Step Save as Draft Next Step

**Step Action**

(1)	Enter the address details of the commercial property.
-----	---



tp\_payment\_103@def.c... What are you looking for? User Type عرب A +A

Other Services > Payment of VAT on Commercial Property Sale

### Payment of VAT on Commercial Property sale

**Address Details**

Country	United Arab Emirates	Building Name & Number	Maikaani 1234589
Street	Airport Road	Area	Airport
City	Abudhabi	Emirates	Abu Dhabi
Country code	+971 ( United Arab Emirates )	Phone Number	876556783
Country code	+971 ( United Arab Emirates )	Landline Number (Optional)	
Email ID	raja_payments_III@def.com	P.O. Box (Optional)	1234-

Previous Step Save as Draft Next Step ★

 Optional fields are marked as "(Optional)". All other fields are mandatory.



What are you looking for?

User Type:  عرب  A  +A

[Other Services](#) > Payment of VAT on Commercial Property Sale

**Payment of VAT on Commercial Property sale**

ABC12345695	123456
<b>Address Details</b>	
Country United Arab Emirates	Building Name & Number Makarivs 1234569
Street Airport Road	Area Abu Dhabi
City Abu Dhabi	Emirates Abu Dhabi
Country code +971 ( United Arab Emirates )	Phone Number 675499769
Country code +971 ( United Arab Emirates )	Landline Number (Optional)
Email ID nja_payment_11@def.com	P.O. Box (Optional) 123456
<b>Payment Details</b>	
Property Sale Amount Excluding VAT (AED) 50,000.00	VAT Amount (AED) 2,500.00

[Previous Step](#) [Save as Draft](#) [Next Step](#) (1)

Step	Action
(1)	Enter the "Property Sale Amount Excluding VAT". The "VAT Amount" will be automatically calculated as 5% of the value entered in the "Property Sale Amount Excluding VAT" field. Click on "Next Step" to proceed further.



# Review & Declaration

User Type
Arabic
-A
A
+A

What are you looking for?

Other Services > Payment of VAT on Commercial Property Sale

**Payment of VAT on Commercial Property sale**

First Name in Arabic جاءل	Last Name in Arabic بائع
Country Code +971 ( United Arab Emirates )	Phone Number 897676543
Submission Date 03/08/2022	Email ID TP_PAYMENT_103@DEF.COM

I here by agree to the below points:

- I have read the requirements, obligations, terms & conditions for this declarations.
- I declare that the information provided is accurate and complete.

Save as Draft
Submit
★

Step	Action
(1)	Click on the check- box to confirm that all the requirements/obligations have been read and the provided information is accurate and complete and click on the “Submit” button to proceed towards making the payment.



tp\_payment\_103@def.c...   What are you looking for?

User Type: عربی

Other Services > Payment of VAT on Commercial Property Sale

**Payment of VAT on Commercial Property sale**

Jaleel	balew	
First Name in Arabic	النمر	
Country Code	Phone Number	Last Name in Arabic
+971 ( United Arab Emirates )	897676543	النمر
Submission Date	Email ID	
03/08/2022	TP_PAYMENT_103@DEF.COM	

I here by agree to the below points:

- I have read the requirements, obligations, terms & conditions for this declarations.
- I declare that the information provided is accurate and complete.



You can click on "Previous Step" to go back to the previous step of the application and make any changes or review the information that you have entered



FEDERAL TAX AUTHORITY

What are you looking for?

User Type | User Type | Arabic | A -A +A

Other Services > Payment of VAT on Commercial Property Sale

Payment of VAT on Commercial Property Sale

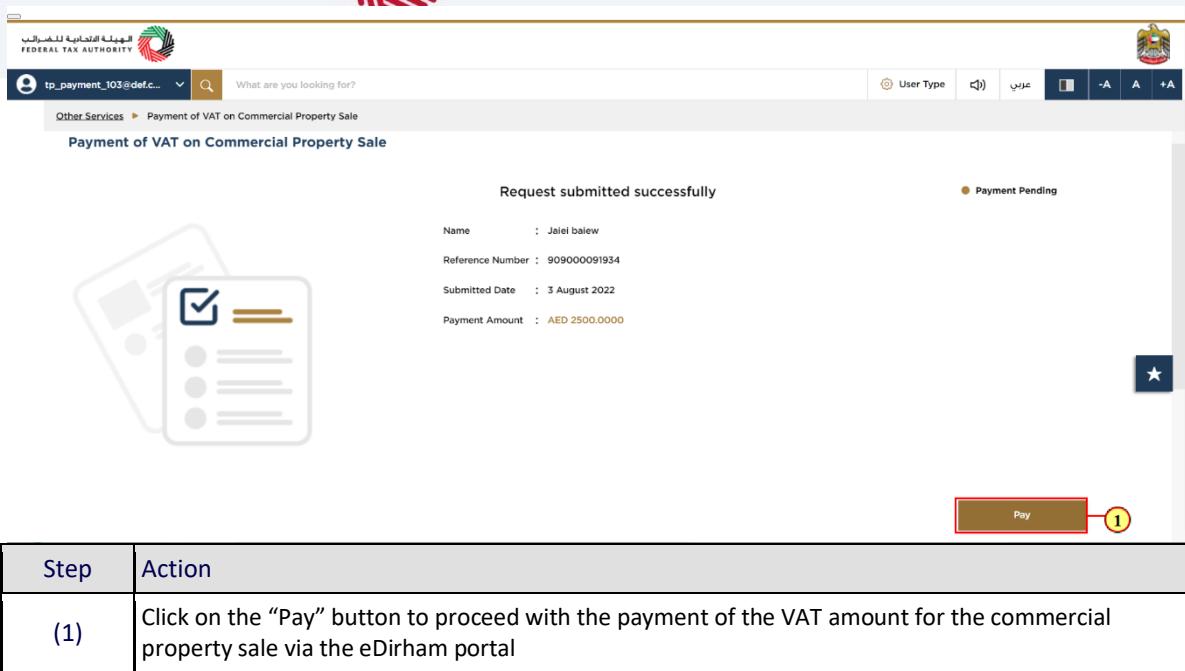
Request submitted successfully

● Payment Pending

Name : Jalel balew
Reference Number : 909000091934
Submitted Date : 3 August 2022
Payment Amount : AED 2500.0000

Pay

	<ul style="list-style-type: none"> <li>An acknowledgement will be displayed on completion of the request along with a reference number.</li> <li>The application form can also be accessed in future from the list of commercial property sale requests under "Home&gt;Other Services&gt;Payment of VAT on Commercial Property &gt; View All" as explained earlier.</li> <li>The status of the application will be "Payment Pending" until the payment is made.</li> </ul>
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The screenshot shows a successful VAT payment submission for a commercial property sale. The details are as follows:

- Name : Jalel balew
- Reference Number : 909000091934
- Submitted Date : 3 August 2022
- Payment Amount : AED 2500.0000

A red box highlights the "Pay" button, which is labeled with a circled "1".

Step	Action
(1)	Click on the “Pay” button to proceed with the payment of the VAT amount for the commercial property sale via the eDirham portal



## Choose Payment Method

Screenshot of the Federal Tax Authority website showing the 'Choose Payment Method' step for a VAT payment.

**Payment Summary:**

- VAT: AED 2,500.00
- Total: AED 2,500.00

**Choose Payment Method:**

Magnati Pay

**Action:** Click on the radio button "Magnati Pay" to choose the payment method and then click on "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”.

Screenshot of the Federal Tax Authority website showing the 'Choose Payment Method' step for a VAT payment.

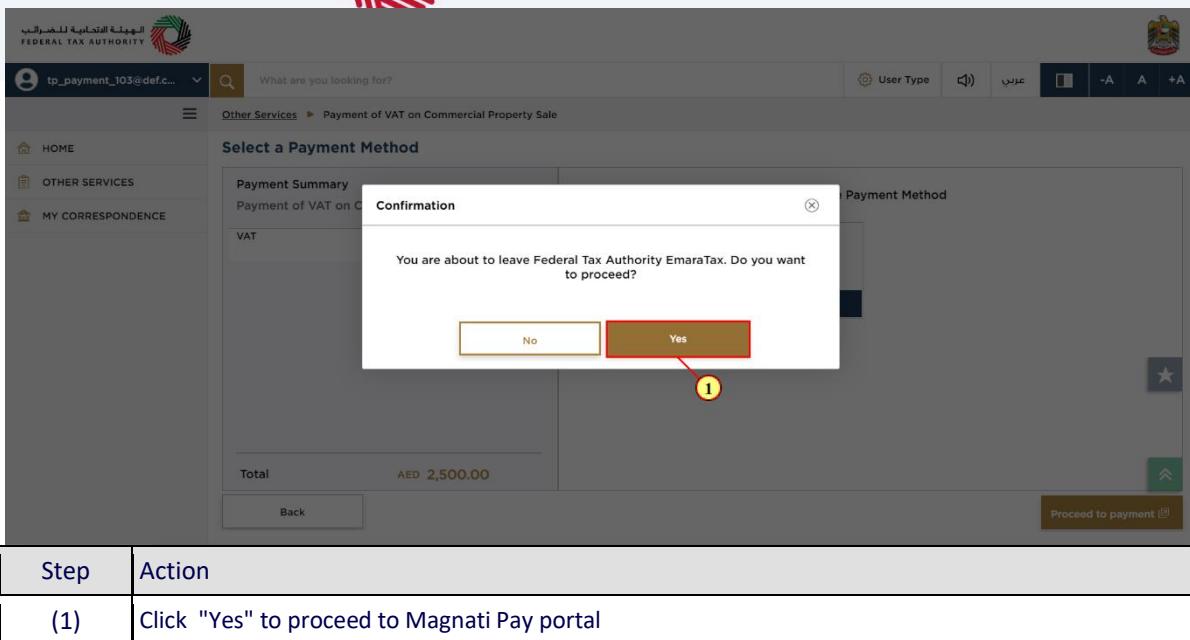
**Payment Summary:**

- VAT: AED 2,500.00
- Total: AED 2,500.00

**Choose Payment Method:**

Magnati Pay

- 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 EmaraTax website interface. A modal dialog box titled "Confirmation" is displayed in the center. The message in the box reads: "You are about to leave Federal Tax Authority EmaraTax. Do you want to proceed?" Below the message are two buttons: "No" and "Yes". The "Yes" button is highlighted with a red box and a yellow circle containing the number "1". The background of the website shows a "Payment Summary" section with a total amount of "AED 2,500.00". At the bottom right of the summary section is a button labeled "Proceed to payment".

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

\*\*\*

2821 782

PAYMENT TO

Federal Tax Authority

TRANSACTION AMOUNT

AED 2500.00

SERVICE CHARGE

AED 17.00

TOTAL

**AED 2517.00**

Pay

Cancel

Powered by **FAB** magnati  
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	*** 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 2500.00

SERVICE CHARGE

AED 17.00

TOTAL  
**AED 2517.00**

Pay

Cancel

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



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

Select payment method

Credit / Debit / Prepaid Card

CARDHOLDER NAME	CARD EXPIRY
FRictionless	12 2025
CARD NUMBER	CVV / CVC
5204740000001002	*** 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 2500.00

SERVICE CHARGE

AED 17.00

TOTAL

**AED 2517.00**

Pay

Canc<sup>el</sup> 1



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First Abu Dhabi Bank

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

Select payment method

Credit / Debit / Prepaid Card

CARDHOLDER NAME

FRICITIONLESS

CARD EXPIRY

12

2025

CARD NUMBER

5204740000001002

CVV / CVC

\*\*\*

2821 7822

PAYMENT TO

Federal Tax Authority

TRANSACTION AMOUNT

AED 2500.00

SERVICE CHARGE

AED 17.00

TOTAL

**AED 2517.00**

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.



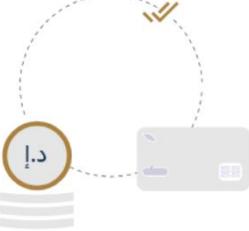
tp\_payment\_103@def.c... What are you looking for? User Type: عرب -A A +A

Payment Acknowledgment

Payment Successful

Paid

Submission Date : 03/11/2022  
Time : 19:03:30  
TRN : 850000005000090  
Legal Name : SALMA GLNADA KHALESA NAILA AL MAKHEETA  
Amount paid to FTA : AED 2,500.00



	<ul style="list-style-type: none"><li>Once you are redirected back to the EmaraTax portal, a message will be displayed indicating the success or failure of the payment.</li><li>You will receive an email notification once the payment is processed successfully.</li><li>In case of a payment failure, you will be redirected back to the EmaraTax portal and a message will be displayed indicating the payment failure. You can retry the transaction or log out as required.</li><li>Read the "What Next" and "Important" notes.</li></ul>
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tp\_payment\_103@def.c...  What are you looking for?

User Type:  عرب  -A  +A

Legal Name : SALMA GLNADA KHALESA NAILA AL MAKHEETA  
Amount paid to FTA : AED 2,500.00

**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 date via email.

For any queries please contact us on [www.xyz.com](http://www.xyz.com) or contact us directly at our call center number 1234567890 or email [atxyz@gmail.com](mailto:atxyz@gmail.com)

(1)

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



tp\_payment\_103@def.c...  What are you looking for?

User Type:  عرب  -A  +A

Legal Name : SALMA GLNADA KHALESA NAILA AL MAKHEETA  
Amount paid to FTA : AED 2,500.00

**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  
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For any queries please contact us on [www.xyz.com](http://www.xyz.com) or contact us directly at our call center number 1234567890 or email [atxyz@gmail.com](mailto:atxyz@gmail.com)

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



Thank you