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Corporate Tax Registration User Manual

الهيئة الاتحادية للضرائب
FEDERAL TAX AUTHORITY



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Document Control Information



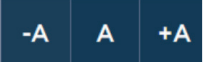




Document Version Control



Version No.	Date	Prepared/Reviewed by	Comments

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 the Previous section of the Input Form
Next Step	This is used to go the Next section of the Input Form
	This is used to save the application as draft, so that it can be completed later
	This menu on the top gives an overview of the various sections within the. 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

Corporate Tax Registration

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Introduction



الهيئة الاتحادية للضرائب
FEDERAL TAX AUTHORITY



This manual is prepared to help you navigate through the Federal Tax Authority (FTA) portal and submit the Corporate Tax Registration application. You must be eligible to register for Corporate Tax mandatorily or voluntarily as per the criteria stipulated in Federal Decree Law Number (47) of 2022 on Taxation of Corporations and Businesses. The applicant can be a natural person (For example, Individual), or a legal person (For example, a Public Joint Stock Company, Incorporated, government body).

Login to EmaraTax



- 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 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 FTA website interface. At the top, there's a header with the FTA logo and navigation links. The main content area is titled 'Create New Taxable Person Profile'. It includes fields for 'Profile Name in English', 'Profile Name in Arabic', 'Preferred Language', and 'Preferred Communication Channel'. There's also a section for 'Upload Taxable Person Logo (Optional)' with a file upload button and a 'Create' button. Below this, there's a 'Taxable Person List' section, which is highlighted with a red box and a yellow circle with the number 1. This list shows three entries: 'Company B', 'Company 1', and 'Company A', each with a 'View' button. The footer contains 'QUICK LINKS', 'OTHER LINKS', and 'OUR LOCATION' information.

Step	Action
(1)	On successful login, the Taxable Person list screen is displayed. It displays the list of the Taxable Person linked to your EmaraTax user profile. If there are no Taxable Person linked to your user profile, this list will be empty and you would need to create a Taxable Person.

The screenshot displays the 'Create New Taxable Person Profile' page on the Federal Tax Authority (FTA) website. The page features a sidebar with navigation options like 'HOME', 'OTHER SERVICES', and 'MY CORRESPONDENCE'. The main content area contains a form with the following fields: 'Profile Name in English', 'Profile Name in Arabic', 'Preferred Language', and 'Preferred Communication Channel'. Below these fields is a section for 'Upload Taxable Person Logo (Optional)' with an 'Add' button and a 'Drag files here' area. A 'Create' button is highlighted with a red box and a yellow circle with the number 1. Below the form is a 'Taxable Person List' with a search bar and three entries: 'Company B', 'Company 1', and 'Company A'. The footer includes 'QUICK LINKS', 'OTHER LINKS', and 'OUR LOCATION' information.

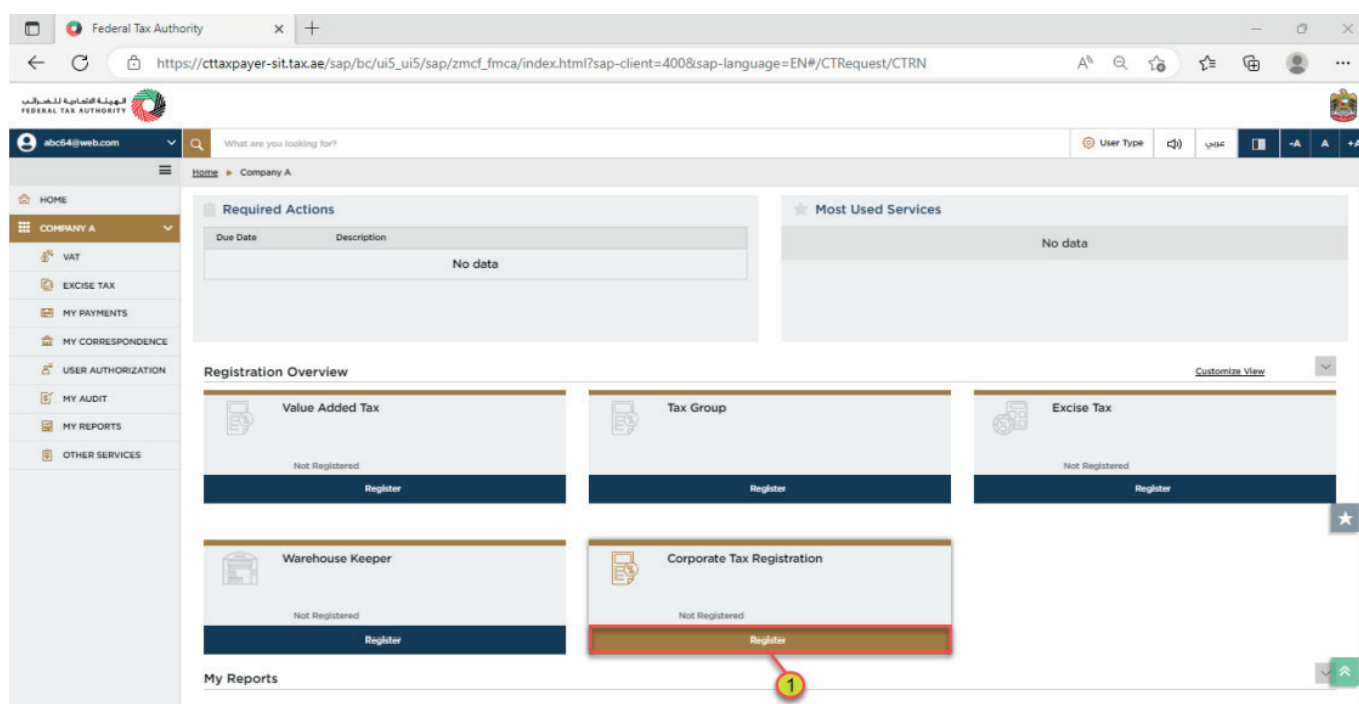
Step	Action
(1)	To create a new Taxable Person, enter the mandatory details and click 'Create'. The new Taxable Person will be displayed in the list.

The screenshot shows the FTA website interface. At the top, there's a header with the FTA logo and navigation links. Below the header, there's a search bar and a 'Home' button. The main content area is divided into two sections. The first section is 'Create New Taxable Person Profile', which includes fields for 'Profile Name in English', 'Profile Name in Arabic', 'Preferred Language', and 'Preferred Communication Channel'. There's also a section for 'Upload Taxable Person Logo (Optional)' with a file upload button and a 'Create' button. The second section is 'Taxable Person List', which contains a search bar and a table of taxable persons. The table has three columns: 'Taxable Person', 'View', and 'More'. The first row is 'Company B', the second is 'Company 1', and the third is 'Company A'. The 'View' button for 'Company A' is highlighted with a red box, and a yellow circle with the number '1' is next to it.

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

EmaraTax Taxable person dashboard

● ● ● ● ● ● ● ●



Step	Action
(1)	Click 'Register' on the Corporate Tax tile within the Taxable Person dashboard to initiate the Corporate Tax registration application.

Guidelines & Instructions



الهيئة الاتحادية للضرائب
FEDERAL TAX AUTHORITY

abc64@web.com What are you looking for? User Type عربي

Corporate Tax Registration

No. of form sections
5 sections

Expected time to complete this application
30 minutes

Expected fees for this service
Free of charge

Tutorial materials
Watch Video Tutorial
Download User Manual
Content will be available soon

Required Documents
The following is designed to help you prepare the set of requirements that you should have to hand while completing the application form accurately:
A. In case of registrant is a Natural Person
• Emirates ID / Passport of the Taxable person
B. In case of registrant is a Legal Person
• Emirates ID / Passport of authorised signatory
• Proof of authorization for the authorized signatory
Accepted file types are PDF, DOC and DOCX. The individual file size limit is 15MB.

Service Details

About the Service ⓘ
Use this service to register for CT 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



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

Corporate Tax Registration

No. of form sections
5 sections

Expected time to complete this application
30 minutes

Expected fees for this service
Free of charge

Tutorial materials
[Watch Video Tutorial](#)
[Download User Manual](#)
 Content will be available soon

Required Documents
 The following is designed to help you prepare the set of requirements that you should have to hand while completing the application form accurately:
 A. In case of registrant is a Natural Person
 • Emirates ID / Passport of the Taxable person
 B. In case of registrant is a Legal Person
 • Emirates ID / Passport of authorised signatory
 • Proof of authorization for the authorized signatory
 Accepted file types are PDF, DOC and DOCX. The individual file size limit is 15MB.

Service Details

About the Service
 Use this service to register for CT 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)	A screen will appear with guidelines and instructions. Read the guidelines and instructions for CT Registration and mark the checkbox to confirm.

Corporate Tax Registration

No. of form sections: 5 sections

Expected time to complete this application: 30 minutes

Expected fees for this service: Free of charge

Tutorial materials

- Watch Video Tutorial
- Download User Manual

Content will be available soon

Required Documents

The following is designed to help you prepare the set of requirements that you should have to hand while completing the application form accurately:

- A. In case of registrant is a Natural Person
 - Emirates ID / Passport of the Taxable person
- B. In case of registrant is a Legal Person
 - Emirates ID / Passport of authorised signatory
 - Proof of authorization for the authorized signatory

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

Service Details

About the Service

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

Eligibility Criteria

Service Steps

FAQs

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

Back Cancel Start

Step	Action
(1)	Click 'Start' to initiate the CT Registration application.

Entity Details Section



- The application is divided into a number of short sections which deal with various aspects of the registration process. The progress bar displays the number of sections required to complete the application. The section you are currently in, is highlighted as blue. Once you progress to the next section successfully, the previous section will be highlighted as green.
- 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, support the information entered by you in the application. This would help to avoid any rejection or resubmission of the application later.

الهيئة الاتحادية للضرائب
FEDERAL TAX AUTHORITY

abc64@web.com 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 1
Legal Person

Entity Sub-Type
UAE Public Joint Stock Company

Country of Registration/Incorporation 1
DD/MM/YYYY

Date of Incorporation 1
DD/MM/YYYY

Corporate Tax Period 1

Previous Step Cancel Save as Draft Next Step

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

الهيئة الاتحادية للضرائب
FEDERAL TAX AUTHORITY

abc64@web.com What are you looking for? User Type عربي

Home > Company > Corporate Tax Registration

Corporate Tax Registration

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

Entity Details

Entity Type

Legal Person

Entity Sub-Type

UAE Public Joint Stock Company

Country of Registration/Incorporation

Date of Incorporation

DD/MM/YYYY



Corporate Tax Period

- • • You will be able to see the following list of entity types and respective sub-types in the application:

- Legal Person - UAE Public Joint Stock Company
- Legal Person - UAE Private Company (incl. an Establishment)
- Legal Person - UAE Partnership
- Legal Person - Foreign Company
- Legal Person - Club or Association or Society
- Legal Person - Trust
- Legal Person - Charity
- Legal Person - Foundation
- Legal Person - Federal Government Entity
- Legal Person - Emirate Government Entity
- Legal Person - Other
- Natural Person - Individual
- Natural Person - Sole Proprietorship/Establishment or Civil Company
- Natural Person - Partner in a Partnership
- Natural Person - Other

- • • However, registration is currently only available for the below entity and sub-types:

- Legal Person - UAE Public Joint Stock Company
- Legal Person - UAE Private Company (incl. an Establishment)

abc64@web.com What are you looking for? User Type

Home > Company > Corporate Tax Registration

Corporate Tax Registration

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

Entity Details

Entity Type

Legal Person

Entity Sub-Type

UAE Public Joint Stock Company

Country of Registration/Incorporation

Date of Incorporation

DD/MM/YYYY

Corporate Tax Period

Previous Step

Cancel

Save as Draft

Next Step

Step	Action
(1)	You may click on 'Save as draft' to save your application and return to continue working on your application later.

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What are you looking for?

User Type

عربي

-A A +A

Home > Company A > Corporate Tax Registration

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

Entity Sub-Type

UAE Public Joint Stock Company

Country of Registration/Incorporation

Date of Incorporation

DD/MM/YYYY

Corporate Tax Period

Previous Step

Cancel

Save as Draft

Next Step

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

Identification Details

Main License Details



Step	Action
(1)	Depending on the 'Entity Type' selected, you are required to provide the main trade license details in the identification details section.

Business Activities



Step	Action
(1)	Click on 'Add Business Activities' to enter all the business activity information associated with the trade license.

The screenshot shows the 'Business Activities' form in the Corporate Tax Registration system. The form contains the following fields:

- Industry:** Manufacturing
- Main Group:** Manufacture of food products
- Sub-Group:** Processing and preserving of meat
- Activity:** Processing and preserving of meat
- Activity Code:** 1010

A red box highlights the 'Add' button, which is labeled with a yellow circle containing the number 1, indicating the step to click after entering the activity information.

Step	Action
(1)	Enter the mandatory business activity information and click on Add.

Owner Details




The screenshot displays the 'Corporate Tax Registration' interface. A modal window titled 'Business Activities' is active, allowing the user to select business details. The modal contains the following fields:

- Industry:** Manufacturing
- Main Group:** Manufacture of food products
- Sub-Group:** Processing and preserving of meat
- Activity:** Processing and preserving of meat
- Activity Code:** 1010

An 'Add' button is located at the bottom right of the modal. The background form is partially visible, showing sections for 'Entity Details', 'Identification', 'Main License', 'Trade License', and 'Legal Name'. The bottom navigation bar includes 'Previous Step', 'Cancel', 'Save as Draft', and 'Next Step' buttons.



Ensure that the information about all your business activities is included. The activity code will get populated on the screen.


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 FEDERAL TAX AUTHORITY

abc64@web.com

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

Home > Company A > Corporate Tax Registration

Corporate Tax Registration

Trade Name in English
 Trade Name in Arabic

Business Activities Details + Add Business Activity

Primary Activity	Industry	Main Group	Sub-Group	Business Activities	Activity Code	Actions
<input checked="" type="radio"/>	Manufacturing	Manufacture of food products	Processing and preserving of meat	Processing and preserving of meat	1010	***

Owners List

Provide details of all Owners who have a shareholding of 25% or more.

+ Add Owner

Owner Type	Owner Name in English	Owner Name in Arabic	Emirates ID Number	Shareholding Percentage	Actions
No data					

Local Branch Details

Previous Step Cancel Save as Draft Next Step

Step	Action
(1)	Click on 'Add Owners' to enter all the owners that have a 25% or more ownership in the entity being registered

Owner Details

Owner Type: Legal Person

Legal Name in English: Company A

Trade Name in English: Company A

Legal Name in Arabic: الشركة

Trade Name in Arabic: الشركة

Ownership Start Date: 23/12/2022

Shareholding Percentage: 50

Corporate Tax TRN (Optional):

Add

Step	Action
(1)	Enter the mandatory owner information and click on Add

Branch Details



FEDERAL TAX AUTHORITY

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What are you looking for?

User Type

عربي

Home > Company A > Corporate Tax Registration

Corporate Tax Registration

Primary Activity	Industry	Main Group	Sub-Group	Business Activities	Activity Code	Actions
<input checked="" type="radio"/>	Manufacturing	Manufacture of food products	Processing and preserving of meat	Processing and preserving of meat	1010	***

Owners List

Provide details of all Owners who have a shareholding of 25% or more.

Owner Type	Owner Name in English	Owner Name in Arabic	Emirates ID Number	Shareholding Percentage	Actions
Legal Person	Company A	الشركة أ		50.00	***

Local Branch Details

Do you have branches in UAE?

☒ Yes ☐ No

[Add New Branch](#)

Previous Step 1 Cancel Save as Draft Next Step

Step	Action
(1)	Select 'Yes', if you have one or more branches, and add the local branch details. For each branch, enter the trade license details and associated business activities and owners list.

abc64@web.com

What are you looking for?

User Type

عربي

- A A + A

Home > Company A > Corporate Tax Registration

Corporate Tax Registration

Primary Activity	Industry	Main Group	Sub-Group	Business Activities	Activity Code	Actions
<input checked="" type="radio"/>	Manufacturing	Manufacture of food products	Processing and preserving of meat	Processing and preserving of meat	1010	...

Owners List

Provide details of all Owners who have a shareholding of 25% or more.

+ Add Owner

Owner Type	Owner Name in English	Owner Name in Arabic	Emirates ID Number	Shareholding Percentage	Actions
Legal Person	Company A	الشركة أ		50.00	...

Local Branch Details

Do you have branches in UAE?

☒ Yes ☐ No

Add New Branch

Previous Step



Cancel

Save as Draft

Next Step



The registration will be in the name of head office meeting the relevant criteria. Registration will not be performed in the name of Branch. Even if you are operating via branches in more than one Emirate, only one CT registration is required.

abc54@web.com

 User Type
 عربي
 -A A +A

Home > Company A > Corporate Tax Registration

Corporate Tax Registration

Primary Activity	Industry	Main Group	Sub-Group	Business Activities	Activity Code	Actions
<input checked="" type="radio"/>	Manufacturing	Manufacture of food products	Processing and preserving of meat	Processing and preserving of meat	1010	***

Owners List

Provide details of all Owners who have a shareholding of 25% or more.

+ Add Owner

Owner Type	Owner Name in English	Owner Name in Arabic	Emirates ID Number	Shareholding Percentage	Actions
Legal Person	Company A	الشركة أ		50.00	***

Local Branch Details

Do you have branches in UAE?

☐ Yes
 ☒ No

Previous Step
 Cancel
 Save as Draft
 Next Step

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

Contact Details



الهيئة العامة للضرائب
FEDERAL TAX AUTHORITY

abc64@web.com

What are you looking for?

User Type

عربي

-A A +A

Home

Corporate Tax Registration

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

Trade Center 1

Street

Al Khuffi Street

Area

ICD Brookfield

City

Dubai

Emirate

Dubai

Country Code

+971 (United Arab Emirates)

Mobile Number

123456789

Country Code

+971 (United Arab Emirates)

Landline Number

123456789

Email ID

abc64@web.com

P.O. Box (Optional)

21

Previous Step

Cancel

Save as Draft

Next Step

Step	Action
(1)	Enter the registered address details of the business.

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FEDERAL TAX AUTHORITY

abc64@web.com What are you looking for? User Type

Home > Company A > Corporate Tax Registration

Corporate Tax Registration

- Entity Details
- Identification Details
- Contact Details
- Authorized Signatory
- 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 Trade Center 1
Street Al Khafji Street	Area ICD Brookfield
City Dubai	Emirate Dubai
Country Code +971 (United Arab Emirates)	Mobile Number 123456789
Email ID abc64@web.com	Country Code +971 (United Arab Emirates)
	Landline Number 123456789
	P.O. Box (Optional) 21

Previous Step Cancel Save as Draft Next Step



- Do not use another company's address (for example, your accountant). If you have multiple addresses, provide details of the place where most of the day-to-day activities of the business are carried out.
- If you are a foreign business applying to register for UAE CT, you may choose to appoint a tax agent in the UAE. In such cases, provide the necessary details.

Corporate Tax Registration

- Entity Details
- Identification Details
- Contact Details
- Authorized Signatory
- 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 <input type="text" value="United Arab Emirates"/>	Building Name & Number <input type="text" value="Trade Center 1"/>
Street <input type="text" value="Al Khafji Street"/>	Area <input type="text" value="ICD Brookfield"/>
City <input type="text" value="Dubai"/>	Emirate <input type="text" value="Dubai"/>
Country Code <input type="text" value="+971 (United Arab Emirates)"/>	Mobile Number <input type="text" value="123456789"/>
Email ID <input type="text" value="abc64@web.com"/>	Landline Number <input type="text" value="123456789"/>
	P.O. Box (Optional) <input type="text" value="213"/>

Authorized Signatory



Corporate Tax Registration

Authorized Signatory

Authorized Signatory List

Name in English	Name in Arabic	ID Number	Email ID	Actions
No data				

+ Add Authorized Signatory

Previous Step Cancel Save as Draft Next Step

Step	Action
(1)	Click 'Add Authorized Signatory' to enter the Authorized Signatory details.

Authorized Signatory

First Name in English: Last Name in English:

First Name in Arabic: Last Name in Arabic:

Country Code: Mobile Number: Email ID:

Designation:

Is the authorized signatory a resident of the UAE?
☐ Yes ☒ No

Passport Number: Upload Copy of Passport:
Max file size: 15 MB | Formats: PDF, DOC | Max. No. of files: 3

Passport Issuing Country: Passport Expiry Date:

Source of Authorization:

Upload Memorandum of Association:
Max file size: 15 MB | Formats: PDF, DOC | Max. No. of files: 3

Add

Previous Step Cancel Save as Draft Next Step

Step	Action
(1)	After entering the required information for an Authorized Signatory, click 'Add

Authorized Signatory

First Name In English
Company

Last Name In English
A

First Name In Arabic
شركة A

Last Name In Arabic
شركة A

Country Code
+971 (United Arab Emirates)

Mobile Number
12345689

Email ID
abc54@web.com

Designation
Manager

Is the authorized signatory a resident of the UAE?
☐ Yes ☒ No

Passport Number
PA5234567

Upload Copy of Passport

Drag files here

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

Passport Issuing Country
United Kingdom

Passport Expiry Date
28/12/2035

Source of Authorization
Memorandum of Association

Upload Memorandum of Association

Drag files here

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

Previous Step



- • • Evidence of authorization may include a Power of Attorney or Memorandum of Association in the case of legal persons.
- • • You can add one or more Authorized Signatory, if required.

الهيئة العامة للضريبة
FEDERAL TAX AUTHORITY

abc64@web.com What are you looking for? User Type عربي

Home > Company > Corporate Tax Registration

Corporate Tax Registration

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

Authorized Signatory

Authorized Signatory List + Add Authorized Signatory

Name in English	Name in Arabic	ID Number	Email ID	Actions
Company A	شركة أ	PA1234567	abc64@web.com	***

Previous Step Cancel Save as Draft **Next Step**

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

Review & Declaration

abc64@web.com

What are you looking for?

User Type

العربي

Home

Company

Corporate Tax Registration

Corporate Tax Registration

Country Code

+971 (United Arab Emirates)

Landline Number

12345678

Country Code

+971 (United Arab Emirates)

Mobile Number

123456789

Email ID

abc64@web.com

P.O. Box (Optional)

215

Step 4: Authorized Signatory

Name in English

Company A

Name in Arabic

شركة أ ش.م.ع

ID Number

PA1234567

Email ID

abc64@web.com

Declaration

First Name in English

ABC Web

First Name in Arabic

شركة أ ش.م.ع

Country Code

+971 (United Arab Emirates)

Mobile Number

123456789

Submission Date

29/12/2022

Last Name in English

Test

Last Name in Arabic

شركة أ ش.م.ع

Email

ABC64@WEB.COM

☐ 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



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


 FEDERAL TAX AUTHORITY

abc64@web.com

 User Type

Home > Corporate > Corporate Tax Registration

Corporate Tax Registration

Country Code +971 (United Arab Emirates)	Landline Number 12345678	Country Code +971 (United Arab Emirates)	Mobile Number 123456789
Email ID abc64@web.com		P.O. Box (Optional) 213	

Step 4: Authorized Signatory

Name In English Company A	Name In Arabic شركة أ	ID Number PA1234567	Email ID abc64@web.com
------------------------------	--------------------------	------------------------	---------------------------

Declaration

First Name In English ABC Web	Last Name In English Text
First Name In Arabic 23456	Last Name In Arabic 4328943
Country Code +971 (United Arab Emirates)	Mobile Number 789456432
Email ABC64@WEB.COM	
Submission Date 28/12/2022	

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

Previous Step

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.

abc64@web.com What are you looking for? User Type

Home » Company A » Corporate Tax Registration

Corporate Tax Registration

Country Code +971 (United Arab Emirates)	Landline Number 12345678	Country Code +971 (United Arab Emirates)	Mobile Number 123456789
Email ID abc64@web.com	P.O. Box (Optional) 213		

Step 4: Authorized Signatory

Name In English	Name In Arabic	ID Number	Email ID
Company A	شركة أ	PA1234567	abc64@web.com

Declaration

First Name In English ABC Web	Last Name In English Web
First Name In Arabic شركة أ	Last Name In Arabic شركة أ
Country Code +971 (United Arab Emirates)	Mobile Number 789456789
Submission Date 28/12/2022	Email ABC64@WEB.COM

☒ 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 'Submit' to submit the Corporate Tax Registration application.

Review & Declaration



The screenshot displays the FTA Corporate Tax Registration dashboard. At the top, the header includes the FTA logo, a search bar, and user information. The main content area shows a confirmation message: "Application Submitted Successfully" with a status of "Pending Approval". Below this, a list of details is provided: Entity Name (Company A), Applicant Name (ABC Web Test), Reference Number (101000000199), and Submission Date & Time (29 December 2022, 13:02 GST). To the left of the details is an illustration of a document with a checkmark. Below the details, a "What's Next" section outlines the process: 1. Processing your application, 2. CT registration certificate, and 3. Important Notes. The Important Notes section states that the status of the application will be updated in the taxpayer portal dashboard.

- • • After your application is submitted successfully, a Reference Number is generated for your submitted application. Note this reference number for future communication with 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, you will be notified of 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.
- Read the "What Next" and "Important Notes".



Correspondences



Taxpayer receives the following correspondences:

- Application submission acknowledgment.
- Additional information notification (only if FTA requires more information to assist with their review of your application).
- Application approval or rejection notification.

Thank You



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