



إمارات تاكس
EMARATAX

EX201A - Excise Tax Suspension - Excise Tax Clearing Company TINCE Import Declaration - User Manual

Date: Oct 2022

Version 1.0.0.0

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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 Section







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 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
Save as Draft	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

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](#)



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Introduction



This manual is prepared to help the Excise Tax Clearing Company (TINCE) to navigate through the EmaraTax portal to submit Excise Tax Suspension Import Declaration Form. This manual covers the submission of the declaration by a Legal Person as well as by a Natural Person.

EmaraTax Login Page



الهيئة الاتحادية للضرائب
FEDERAL TAX AUTHORITY

عربي
-A A +A

Welcome to the new e-CTS

New Here?

If you are not registered, please signup here.

Sign Up

Login

Welcome to the Federal Tax Authority


Login with FTA account

Email Address

Password

[Forgot password?](#)


Enter Security Code




Login

Login with your Emirates ID

UAE Pass provides single trusted digital identity solution for service providers



الهوية الرقمية
UAE PASS

Login With  UAE PASS



- 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.

User Type Selection

user_tince@gmail.com What are you looking for? User Type عربي

User Profile

Please select the relevant purpose(s) for using e-CTS portal

Taxable Person

Any Person registered or obligated to register for Tax purposes under the Decree-Law.

[Read More](#)

Legal Representative

The manager of a company or a guardian or custodian of a minor or an incapacitated person, or the bankruptcy, or any other Person...

[Read More](#)

Tax Agent

Any Person registered with the Authority in the Register, who is appointed on behalf of another Person to represent him before...

[Read More](#)

Tax Agency

A legal entity which is licensed to operate as a Tax Agency and has registered with the FTA as a Tax Agency.

[Read More](#)

Proceed

Step	Action
(1)	Click on 'User Type' to select the taxable person.

user_tince@gmail.com What are you looking for? User Type عربي

User Profile

Please select the relevant purpose(s) for using e-CTS portal

Taxable Person

Any Person registered or obligated to register for Tax purposes under the Decree-Law.

[Read More](#)

Legal Representative

The manager of a company or a guardian or custodian of a minor or an incapacitated person, or the bankruptcy, or any other Person...

[Read More](#)

Tax Agent

Any Person registered with the Authority in the Register, who is appointed on behalf of another Person to represent him before...

[Read More](#)


Tax Agency

A legal entity which is licensed to operate as a Tax Agency and has registered with the FTA as a Tax Agency.


[Read More](#)

Proceed

Step	Action
(1)	Select the 'Taxable Person' tile



الهيئة الاتحادية للضرائب
FEDERAL TAX AUTHORITY



user_tince@gmail.com


User Type

عربي

-A A +A

User Profile


Please select the relevant purpose(s) for using e-CTS portal



Taxable Person

Any Person registered or obligated to register for Tax purposes under the Decree-Law.


[Read More](#)



Legal Representative

The manager of a company or a guardian or custodian of a minor or an incapacitated person, or the bankruptcy, or any other Person...


[Read More](#)



Tax Agent

Any Person registered with the Authority in the Register, who is appointed on behalf of another Person to represent him before...

[Read More](#)



Tax Agency

A legal entity which is licensed to operate as a Tax Agency and has registered with the FTA as a Tax Agency.

[Read More](#)

Proceed

Step	Action
(1)	Click on 'Proceed' to proceed with taxable person.

Logged in User Dashboard

Step	Action
(1)	Click here to view the Taxable Person dashboard

Step	Action
(1)	Click here to access Excise Tax Clearing Company module.

The screenshot shows the user interface of the Federal Tax Authority portal. The user is logged in as 'user_tince@gmail.com'. The navigation menu on the left includes options like HOME, SALMAN, VAT, EXCISE TAX, VAT CLEARING COMPANY (TINCO), EXCISE TAX CLEARING COMPANY (TINCE), PAYMENTS, MY CORRESPONDENCE, USER AUTHORIZATION, and OTHER SERVICES. The main content area displays 'Excise Tax Clearing Company (TINCE)' with two cards: EX201A (Excise Tax Suspension - Import Declaration) and EX201B (Excise Tax Suspension - Consumed Goods and Release Declaration). Both cards show '0 Awaiting Approval'. The 'Create New' button for EX201A is highlighted with a red box and a yellow circle with the number 1. The footer contains quick links, other links, and social media follow buttons.

Step	Action
(1)	On clicking 'Create New', the 'Excise Tax Suspension' declaration will appear

This screenshot is similar to the previous one, showing the same portal interface. However, in this step, the 'View All' button for EX201A is highlighted with a red box and a yellow circle with the number 1. The 'Create New' button is no longer highlighted.

Step	Action
(1)	Click here to view all your previous declarations.

Excise Tax Suspension Import Declaration Dashboard

user_tince@gmail.com What are you looking for? User Type عربي

Home ▶ Salman ▶ Excise Tax Clearing Company (TINCE) ▶ EX201A - Excise Tax Suspension - Import Declaration

HOME
SALMAN
VAT
EXCISE TAX
VAT CLEARING COMPANY (TINCO)
EXCISE TAX CLEARING COMPANY (TINCE)
PAYMENTS
MY CORRESPONDENCE
USER AUTHORIZATION
OTHER SERVICES

EX201A - Excise Tax Suspension - Import Declaration

New Declaration

Transaction Number	Expected Date Of Import	Date of Submission	Excise Tax (AED)	Status	Action
700000009405	-	-	0.00	Draft	...
700000009399	25/08/2022	18/08/2022	20,000.00	Approved	...

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Contact Us
600 599 994



This dashboard displays information relating to your previous Excise Tax Suspension- Import Declaration.

user_tince@gmail.com What are you looking for? User Type عربي

Home ▶ Salman ▶ Excise Tax Clearing Company (TINCE) ▶ EX201A - Excise Tax Suspension - Import Declaration

HOME
SALMAN
VAT
EXCISE TAX
VAT CLEARING COMPANY (TINCO)
EXCISE TAX CLEARING COMPANY (TINCE)
PAYMENTS
MY CORRESPONDENCE
USER AUTHORIZATION
OTHER SERVICES

EX201A - Excise Tax Suspension - Import Declaration

New Declaration

Transaction Number	Expected Date Of Import	Date of Submission	Excise Tax (AED)	Status	Action
700000009405	-	-	0.00	Draft	...
700000009399	25/08/2022	18/08/2022	20,000.00	Approved	...

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You can add a new column to the table or filter the declarations by its status. You can also search for declaration by the transaction number.

The screenshot shows the user interface of the Federal Tax Authority portal. The user is logged in as 'user_tince@gmail.com'. The page title is 'EX201A - Excise Tax Suspension - Import Declaration'. A table lists two transactions:

Transaction Number	Expected Date Of Import	Date of Submission	Excise Tax (AED)	Status	Action
700000009405	-	-	0.00	Draft	...
700000009399	25/08/2022	18/08/2022	20,000.00	Approved	Edit Delete Export to Excel

A red box highlights the 'Edit' button in the 'Action' column for the second transaction. A yellow circle with the number '1' is placed next to the 'Edit' button.

Step	Action
(1)	Click on ellipsis to view, edit, delete or export the declaration.

The screenshot shows the user interface of the Federal Tax Authority portal. The user is logged in as 'user_tince@gmail.com'. The page title is 'EX201A - Excise Tax Suspension - Import Declaration'. A table lists two transactions:

Transaction Number	Expected Date Of Import	Date of Submission	Excise Tax (AED)	Status	Action
700000009405	-	-	0.00	Draft	...
700000009399	25/08/2022	18/08/2022	20,000.00	Approved	...

A red box highlights the 'New Declaration' button in the top right corner. A yellow circle with the number '1' is placed next to the button.

Step	Action
(1)	Click on 'New Declaration' to create a new Excise Tax Suspension - Import Declaration.

Instructions and Guidelines

user_tince@gmail.com What are you looking for?

Home ▶ Salman ▶ Excise Tax Clearing Company (TINCE) ▶ EX201A - Excise Tax Suspension - Import Declaration

EX201A - Excise Tax Suspension - Import Declaration

No. of form steps: 4 steps

Expected time to complete this application: 15 minutes

Expected fees for this service: Free of Charge

Required Templates

EX201A - Excise Tax Suspension - Import Declaration

Required Documents

The documents below are designed to help you prepare the documentary requirements you should have at hand in order to complete the declaration form. The documentary requirements include:

- If the importer is a Natural Person and:**
 - UAE resident: Scanned copy(ies) of importer's Emirates ID
 - Not UAE resident: Scanned copy(ies) of importer's Passport
- If the importer is a Legal Person:**
 - Certificate of Incorporation; or
 - Trade License
- If the Authorized Signatory is**
 - UAE resident: Scanned copy(ies) of Authorized Signatory's Emirates ID and Passport
 - Not UAE resident: Scanned copy(ies) of Authorized Signatory's Passport
 - Scan of a signed document (in Arabic or English) proving that Authorized Signatory has the necessary authority

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

Back Start



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 declaration.

user_tince@gmail.com What are you looking for?

Home ▶ Salman ▶ Excise Tax Clearing Company (TINCE) ▶ EX201A - Excise Tax Suspension - Import Declaration

Not UAE resident: Scanned copy(ies) of Authorized Signatory's Passport

Scan of a signed document (in Arabic or English) proving that Authorized Signatory has the necessary authority

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

Service Details

About the service

Eligibility Criteria

Service steps

FAQs

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

Back Start

Step	Action
(1)	Click on 'Back' to go back to the previous page



What are you looking for?

User Type عربي

Home ▶ Salman ▶ Excise Tax Clearing Company (TINCE) ▶ EX201A - Excise Tax Suspension - Import Declaration

- Not UAE resident: Scanned copy(ies) of Authorized Signatory's Passport
- Scan of a signed document (in Arabic or English) proving that Authorized Signatory has the necessary authority

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

Service Details

About the service

Eligibility Criteria

Service steps

FAQs

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

Back Start

Step	Action
(1)	Mark the checkbox to confirm that you have read and understood the instructions and guidelines

What are you looking for?

User Type عربي

Home ▶ Salman ▶ Excise Tax Clearing Company (TINCE) ▶ EX201A - Excise Tax Suspension - Import Declaration

- Not UAE resident: Scanned copy(ies) of Authorized Signatory's Passport
- Scan of a signed document (in Arabic or English) proving that Authorized Signatory has the necessary authority

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

Service Details

About the service

Eligibility Criteria

Service steps

FAQs

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

Back Start

Step	Action
(1)	Click on 'Start' to proceed to the declaration



Basic Information

user_tince@gmail.com What are you looking for? User Type عربي

Home > Salman > Excise Tax Clearing Company (TINCE) > EX201A - Excise Tax Suspension - Import Declaration

EX201A - Excise Tax Suspension - Import Declaration

1 Basic Information 2 Excise Goods 3 Declaration and Authorized Signatory 4 Review

TINCE Details

TINCE	1006333387000CE	Name in English Mehrun	Name in Arabic تملحن
-------	-----------------	---------------------------	-------------------------

Importer Details

Please select the type of importer

☐ Natural Person ☐ Legal Person

Previous Step Save as Draft Next Step



The progress bar displays the number of steps required to complete the declaration. 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

user_tince@gmail.com What are you looking for? User Type عربي

Home > Salman > Excise Tax Clearing Company (TINCE) > EX201A - Excise Tax Suspension - Import Declaration

EX201A - Excise Tax Suspension - Import Declaration

1 Basic Information 2 Excise Goods 3 Declaration and Authorized Signatory 4 Review

TINCE Details

TINCE	1006333387000CE	Name in English Mehrun	Name in Arabic تملحن
-------	-----------------	---------------------------	-------------------------

Importer Details

Please select the type of importer

☐ Natural Person ☐ Legal Person

Previous Step Save as Draft Next Step



This section displays the basic details of the TINCE based on the data in TINCE registration profile



user_tince@gmail.com What are you looking for? User Type عربي

Home > Salman > Excise Tax Clearing Company (TINCE) > EX201A - Excise Tax Suspension - Import Declaration

EX201A - Excise Tax Suspension - Import Declaration

TINCE Details

TINCE: 1006333387000CE

Name in English: Mehrun

Name in Arabic: تمضمون

Importer Details

Please select the type of importer

☐ Natural Person ☒ Legal Person

Legal Name of Entity in English: 1

Legal Name of Entity in Arabic:

Country Code: +971 (United Arab Emirates)

Phone Number:

Address:

Previous Step Save as Draft Next Step

Step	Action
(1)	Select the type of Importer as 'Legal Person'

user_tince@gmail.com What are you looking for? User Type عربي

Home > Salman > Excise Tax Clearing Company (TINCE) > EX201A - Excise Tax Suspension - Import Declaration

EX201A - Excise Tax Suspension - Import Declaration

Importer Details

Please select the type of importer

☐ Natural Person ☒ Legal Person

Legal Name of Entity in English: Saturn

Legal Name of Entity in Arabic: زحل

Country Code: +971 (United Arab Emirates)

Phone Number: 050000009

Address: Street 2, Near Dubai Airport Road

Upload Scan of Certificate of Incorporation or Trade License

Add Drag files here

Previous Step Save as Draft Next Step

	The items in the declaration will vary depending on the type of importer selected.
--	--



user_tince@gmail.com What are you looking for? User Type عربي

Home > Salman > Excise Tax Clearing Company (TINCE) > EX201A - Excise Tax Suspension - Import Declaration

EX201A - Excise Tax Suspension - Import Declaration

Importer Details

Please select the type of importer

☐ Natural Person ☒ Legal Person

Legal Name of Entity in English: Saturn

Legal Name of Entity in Arabic: زحل

Country Code: +971 (United Arab Emirates)

Phone Number: 050000009

Address: Street 2, Near Dubai Airport Road

Upload Scan of Certificate of Incorporation or Trade License

Drag files here

Previous Step Save as Draft Next Step

Step	Action
(1)	Enter the basic details of the Legal Person.

user_tince@gmail.com What are you looking for? User Type عربي

Home > Salman > Excise Tax Clearing Company (TINCE) > EX201A - Excise Tax Suspension - Import Declaration

EX201A - Excise Tax Suspension - Import Declaration

Importer Details

Please select the type of importer

☐ Natural Person ☒ Legal Person

Legal Name of Entity in English: Saturn

Legal Name of Entity in Arabic: زحل

Country Code: +971 (United Arab Emirates)

Phone Number: 050000009

Address: Street 2, Near Dubai Airport Road

Upload Scan of Certificate of Incorporation or Trade License

Drag files here

Previous Step Save as Draft Next Step

Step	Action
(1)	Click on 'Add' button or drag & drop your files to upload a copy of certificate of incorporation or Trade License. On successful upload of document, the 'Add' button will be highlighted in green.



الهيئة الاتحادية للضرائب
FEDERAL TAX AUTHORITY

user_tince@gmail.com

What are you looking for?

User Type عربي

Home > Salman > Excise Tax Clearing Company (TINCE) > EX201A - Excise Tax Suspension - Import Declaration

EX201A - Excise Tax Suspension - Import Declaration

Upload Scan of Certificate of Incorporation or Trade License

Add/View(1) Drag files here

Max file size: 10 MB Formats: JPG, PDF, PNG JPEG Max. No. of files: 10

Import Details

Expected Date of Import
19/08/2022

Emirate Arriving to
Dubai

Port of Entry
Dubai Airport Terminal 1

Previous Step Save as Draft Next Step

Step	Action
(1)	Click here to select the expected date of Import.

الهيئة الاتحادية للضرائب
FEDERAL TAX AUTHORITY

user_tince@gmail.com

What are you looking for?

User Type عربي

Home > Salman > Excise Tax Clearing Company (TINCE) > EX201A - Excise Tax Suspension - Import Declaration

EX201A - Excise Tax Suspension - Import Declaration

Upload Scan of Certificate of Incorporation or Trade License

Add/View(1) Drag files here

Max file size: 10 MB Formats: JPG, PDF, PNG JPEG Max. No. of files: 10

Import Details

Expected Date of Import
19/08/2022

Emirate Arriving to
Dubai

Port of Entry
Dubai Airport Terminal 1

Previous Step Save as Draft Next Step

Step	Action
(1)	Select the 'Port of Entry'



Select 'Type of Importer' as 'Natural Person'. The following screens will guide you through the steps of submitting the declaration if the type of Importer is a 'Natural Person'.

الهيئة الاتحادية للضرائب
FEDERAL TAX AUTHORITY

user_tince@gmail.com What are you looking for? User Type عربي

Home > Salman > Excise Tax Clearing Company (TINCE) > EX201A - Excise Tax Suspension - Import Declaration

EX201A - Excise Tax Suspension - Import Declaration

Importer Details

Please select the type of importer

☒ Natural Person ☐ Legal Person

First Name in English Last Name in English

First Name in Arabic Last Name in Arabic

Previous Step Save as Draft Next Step

Step	Action
(1)	Select the type of Importer as 'Natural Person'

الهيئة الاتحادية للضرائب
FEDERAL TAX AUTHORITY

user_tince@gmail.com What are you looking for? User Type عربي

Home > Salman > Excise Tax Clearing Company (TINCE) > EX201A - Excise Tax Suspension - Import Declaration

EX201A - Excise Tax Suspension - Import Declaration

Importer Details

Please select the type of importer

☒ Natural Person ☐ Legal Person

First Name in English Last Name in English

Faisal Ahmed


First Name in Arabic Last Name in Arabic

فيصل احمد

Country Code Phone Number Address

+971 (United Arab Emirates) 509000023 Street 2, Near Dubai Airport

Previous Step Save as Draft Next Step

	The items in the declaration will vary depending on the type of importer selected.
---	--



user_tince@gmail.com What are you looking for? User Type عربي

Home ▶ Salman ▶ Excise Tax Clearing Company (TINCE) ▶ EX201A - Excise Tax Suspension - Import Declaration

EX201A - Excise Tax Suspension - Import Declaration

Importer Details

Please select the type of importer

☒ Natural Person ☐ Legal Person

First Name in English: Faisal Last Name in English: Ahmed

First Name in Arabic: فيصل Last Name in Arabic: أحمد

Country Code: +971 (United Arab Emirates) Phone Number: 509000023 Address: Street 2, Near Dubai Airport

Previous Step **1** Save as Draft Next Step

Step	Action
(1)	Enter the basic details of the Natural Person.

user_tince@gmail.com What are you looking for? User Type عربي

Home ▶ Salman ▶ Excise Tax Clearing Company (TINCE) ▶ EX201A - Excise Tax Suspension - Import Declaration

EX201A - Excise Tax Suspension - Import Declaration

Is the importer resident in UAE?

☒ Yes ☐ No

Emirates ID Number: Emirates ID Expiry Date: DD/MM/YYYY

Upload Copy of Your Emirates ID

Max file size: 10 MB Formats: JPG, PDF, PNG, JPEG Max. No. of files: 10

Nationality as Shown on Passport (Optional): Bahrain Passport Number (Optional): A1414141241

Previous Step Save as Draft Next Step

Step	Action
(1)	Click 'Yes' if the importer is resident in UAE.

EX201A - Excise Tax Suspension - Import Declaration

Country Code: +971 (United Arab Emirates) Phone Number: 509999999 Address: Test

Is the importer resident in UAE?
☒ Yes ☐ No

Emirates ID Number: 784-1973-3926402-6 Emirates ID Expiry Date: 26/08/2030

Upload Copy of Your Emirates ID
 Drag files here
 Max file size: 10 MB Formats: JPG, PDF, PNG JPEG Max. No. of files: 10

Previous Step 1 Save as Draft Next Step

Step	Action
(1)	Enter Emirate ID details

EX201A - Excise Tax Suspension - Import Declaration

Nationality as Shown on Passport (Optional): Bahrain Passport Number (Optional): A1414141241

Passport Expiry Date (Optional): 22/08/2039 Upload Copy of Your Passport (Optional)
 Drag files here
 Max file size: 10 MB Formats: JPG, PDF, PNG JPEG Max. No. of files: 10

Is the importer also the authorized signatory?
☐ Yes ☒ No

Import Details

Previous Step 1 Save as Draft Next Step

Step	Action
(1)	Enter Passport details

Step	Action
(1)	Click 'Yes' if the importer is also the authorized signatory.

Step	Action
(1)	Click here to select the expected date of Import.

Step	Action
(1)	Select the 'Port of Entry'

Step	Action
(1)	Click on 'Previous' to go back to the previous section.

Step	Action
(1)	Click on 'Save as draft' to save the declaration as a draft.

Step	Action
(1)	Click on 'Next Step' to proceed to the next section. This is common across all steps



Excise Goods

user_tince@gmail.com What are you looking for? User Type عربي -A A +A

Home ▶ Salman ▶ Excise Tax Clearing Company (TINCE) ▶ EX201A - Excise Tax Suspension - Import Declaration

EX201A - Excise Tax Suspension - Import Declaration

TINCE Details

TINCE	1006333387000CE	Name in English	Mehrun	Name in Arabic	نعمون
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Excise Goods Grid

You may add items to the Excise Goods Grid by searching for items using the "smart search" option below or by selecting them from the full list of Excise items registered with the FTA. Alternatively, you may download the Excel template provided below and upload it after filling in the necessary details.

[Download Template](#) ExciseGoods.xlsx last updated: 07/08/2022 [Upload Filled Template](#)

Search and add items Search by Item Code, HS Code, Item Description, Product Description or Brand [View Excise Goods List](#)

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

https://taxpayer-uat.tax.gov.ae/sap/bc/ui5_ui5/sap/zmc_f_fmca/index.html?sap-client=200&sap-language=EN

Step	Action
(1)	Click here to download the template that can be filled offline to directly upload items to the Excise Goods grid.

user_tince@gmail.com What are you looking for? User Type عربي -A A +A

Home ▶ Salman ▶ Excise Tax Clearing Company (TINCE) ▶ EX201A - Excise Tax Suspension - Import Declaration

EX201A - Excise Tax Suspension - Import Declaration

TINCE Details

TINCE	1006333387000CE	Name in English	Mehrun	Name in Arabic	نعمون
-------	-----------------	-----------------	--------	----------------	-------

Excise Goods Grid

You may add items to the Excise Goods Grid by searching for items using the "smart search" option below or by selecting them from the full list of Excise items registered with the FTA. Alternatively, you may download the Excel template provided below and upload it after filling in the necessary details.

[Download Template](#) ExciseGoods.xlsx last updated: 07/08/2022 [Upload Filled Template](#)

Search and add items Search by Item Code, HS Code, Item Description, Product Description or Brand [View Excise Goods List](#)

Previous Step [Saving...](#) [Save as Draft](#) [Next Step](#)

Step	Action
(1)	Click on 'Upload Filled Template' to upload a completed template. Once the template has been uploaded, the items will populate in the Excise Goods grid.



EX201A - Excise Tax Suspension - Import Declaration

ExciseGoods.xlsx Clear table

Search and add items

Search by Item Code, HS Code, Item Description, Product Description or Brand

View Excise Goods List

HS Code	Item Code	Item Description	Product Description	Brand	Unit of Measurement	Quantity	Designated Price (AED)	Excise Tax (AED)	Upload Status	Action
22029930	00000000387286	Marks & Spencer Mediterranean Orange Fruit Juice 1.0 L	Sweetend Drinks	Marks & Spencer	Liter	1,000	20,000	10,000.000	✓	...

Excise Tax Due if Released/Consumed : AED 10,000.00

Previous Step Save as Draft Next Step

Step	Action
(1)	Click here to download the uploaded template

EX201A - Excise Tax Suspension - Import Declaration

ExciseGoods.xlsx Clear table

Search and add items

Search by Item Code, HS Code, Item Description, Product Description or Brand

View Excise Goods List

HS Code	Item Code	Item Description	Product Description	Brand	Unit of Measurement	Quantity	Designated Price (AED)	Excise Tax (AED)	Upload Status	Action
22029930	00000000387286	Marks & Spencer Mediterranean Orange Fruit Juice 1.0 L	Sweetend Drinks	Marks & Spencer	Liter	1,000	20,000	10,000.000	✓	...

Excise Tax Due if Released/Consumed : AED 10,000.00

Previous Step Save as Draft Next Step

Step	Action
(1)	Click here to clear the expense table



EX201A - Excise Tax Suspension - Import Declaration

Search and add items: 0000000071604

0000000071604,22029930,Marks & Spencer Cranberry & Raspberry Fruit Juice 1.0 L,Marks & Spencer

HS Code	Item Code	Item Description	Product Description	Brand	Unit of Measurement	Quantity	Designated Price (AED)	Excise Tax (AED)	Upload Status	Action
22029930	00000000387286	Marks & Spencer Mediterranean Orange Fruit Juice 1.0 L	Sweetend Drinks	Marks & Spencer	Liter	1,000	20,000	10,000,000	✓	...

Excise Tax Due if Released/Consumed : AED 10,000.00

Previous Step Save as Draft Next Step

Step	Action
(1)	Use this search box to find goods that are published in the FTA's Excise Goods list.

EX201A - Excise Tax Suspension - Import Declaration

Search and add items: 0000000071604

0000000071604,22029930,Marks & Spencer Cranberry & Raspberry Fruit Juice 1.0 L,Marks & Spencer

HS Code	Item Code	Item Description	Product Description	Brand	Unit of Measurement	Quantity	Designated Price (AED)	Excise Tax (AED)	Upload Status	Action
22029930	00000000387286	Marks & Spencer Mediterranean Orange Fruit Juice 1.0 L	Sweetend Drinks	Marks & Spencer	Liter	1,000	20,000	10,000,000	✓	...

Excise Tax Due if Released/Consumed : AED 10,000.00

Previous Step Save as Draft Next Step

Step	Action
(1)	Select the required item from the search result.

EX201A - Excise Tax Suspension - Import Declaration

ExciseGoods.xlsx Clear table

Search and add items Search by Item Code, HS Code, Item Description, Product Description or Brand View Excise Goods List

HS Code	Item Code	Item Description	Product Description	Brand	Unit of Measurement	Quantity	Designated Price (AED)	Excise Tax (AED)	Upload Status	Action
22029930	00000000387286	Marks & Spencer Mediterranean Orange Fruit Juice 1.0 L	Sweetend Drinks	Marks & Spencer	Liter	1,000	20,000	10,000.000	✓	...

Excise Tax Due If Released/Consumed : AED 10,000.00

Previous Step Save as Draft Next Step

https://taxpayer-ua-tax.gov.ae/sap/bc/ui5_ui5/sap/zmcf_fmca/index.html?sap-client=200&sap-language=EN



You can add a new column to the table or filter the Excise Goods by its status. You can also search for Excise Goods by item or HS code.

EX201A - Excise Tax Suspension - Import Declaration

ExciseGoods.xlsx Clear table

Search and add items Search by Item Code, HS Code, Item Description, Product Description or Brand View Excise Goods List

HS Code	Item Code	Item Description	Product Description	Brand	Unit of Measurement	Quantity	Designated Price (AED)	Excise Tax (AED)	Upload Status	Action
22029930	00000000387286	Marks & Spencer Mediterranean Orange Fruit Juice 1.0 L	Sweetend Drinks	Marks & Spencer	Liter	1,000	20,000	10,000.000	✓	...

Excise Tax Due If Released/Consumed : AED 10,000.00

Previous Step Save as Draft Next Step

https://taxpayer-ua-tax.gov.ae/sap/bc/ui5_ui5/sap/zmcf_fmca/index.html?sap-client=200&sap-language=EN

Step	Action
(1)	Click here to view the FTA's Excise Goods list.

Item List

If the item has not yet been approved by the FTA, please click on the "EX701" link to request the FTA to approve the item.

EX701 - Request to add product to the published FTA list

Customize Columns		Product Description	Item Description	Search			
GTIN	Item Code	HS Code	Item Description	Product Description	Brand	Unit of Measurement	Excise Price (AED)
<input type="radio"/> 00000000023443	00000000023443	22029930	Marks & Spencer British Rhubarb With Ginger Cordial 500.0 ml	Sweetend Drinks	Marks & Spencer	Milliliter	19.05
<input type="radio"/> 00000000030113	00000000030113	22029930	Marks & Spencer Pineapple, Golden Berry & Ginger Pressed Juice 250.0 ml	Sweetend Drinks	Marks & Spencer	Milliliter	15.24
<input type="radio"/> 00000000000000000000	00000000000000000000		Rianlon Paint	Non Exiable -			

Select Item

Step	Action
(1)	Click here to submit a request for adding a new item to the FTA's Excise Goods list.

Home

EX201A

Search

HS

220

Previous Step

user_tince@g

Next Step

Item List

✕

If the item has not yet been approved by the FTA, please click on the "EX701" link to request the FTA to approve the item.

[EX701 - Request to add product to the published FTA list](#)

Customize Columns


Product Description

Item Description

Search

GTIN	Item Code	HS Code	Item Description	Product Description	Brand	Unit of Measurement	Excise Price (AED)
<input type="radio"/> 00000000023443	00000000023443	22029930	Marks & Spencer British Rhubarb With Ginger Cordial 500.0 ml	Sweetend Drinks	Marks & Spencer	Milliliter	19.05
<input type="radio"/> 00000000030115	00000000030115	22029930	Marks & Spencer Pineapple, Golden Berry & Ginger Pressed Juice 250.0 ml	Sweetend Drinks	Marks & Spencer	Milliliter	15.24
<input type="radio"/> 000000000567	000000000567		Rianlon Paint	Non Exiable -			

Select Item

 You can add a new column to the table or filter Excise Goods by product or item description. You can also search for Excise Goods by item or HS code.

	Item Code	Description	Category	Brand	Unit	Price
<input type="radio"/>	0000000029168 8	Pineapple, Peach & Passion Fruit High Juice Squash 1.0 L	Sweetend Drinks	Sainsbury's	Liter	10.95
<input type="radio"/>	0000000029168 2	Sainsbury's High Juice No Added Sugar Apple Fruit Squash 1.0 L	Sweetend Drinks	Sainsbury's	Liter	10.95
<input type="radio"/>	000000003004 14	Sainsbury's Light Indian Tonic Water 500.0 ml	Carbonated drinks	Sainsbury's	Milliliter	7.46
<input type="radio"/>	000000003056 93	Marks & Spencer Soya Iced Coffee 330.0 ml	Sweetend Drinks	Marks & Spencer	Milliliter	9.52
<input checked="" type="radio"/>	0000000031275 2	Marks & Spencer Defence Apple, Kiwi, Spinach & Lime Smoothie 750.0 ml	Sweetend Drinks	Marks & Spencer	Milliliter	26.67
<input type="radio"/>	000000003129 05	Marks & Spencer Mango & Passion Fruit with Coconut Milk	Sweetend Drinks	Marks & Spencer	Milliliter	25.71

Step	Action
(1)	Select the required item that you wish to add to the declaration.

Step	Action
(1)	Click on 'Select Item' to include the item in the declaration.



Item Details



Details of the selected Excise Good are displayed here.

Step	Action
(1)	Enter 'Designated Price (AED)' and 'Quantity'



Step	Action
(1)	Click on 'Save'



Excise Goods

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Home > Salman > Excise Tax Clearing Company (TINCE) > EX201A - Excise Tax Suspension - Import Declaration

EX201A - Excise Tax Suspension - Import Declaration

HS Code	Item Code	Item Description	Product Description	Brand	Unit of Measurement	Quantity	Designated Price (AED)	Excise Tax (AED)	Upload Status	Action
22029930	00000000387286	Marks & Spencer Mediterranean Orange Fruit Juice 1.0 L	Sweetend Drinks	Marks & Spencer	Liter	1000	20,000	10,000.000	✓	...
22029930	00000000312752	Marks & Spencer Defence Apple, Kiwi, Spinach & Lime Smoothie 750.0 ml	Sweetend Drinks	Marks & Spencer	Milliliter	1,000	27,000	13,500.000		...

Excise Tax Due if Released/Consumed : AED 23,500.00

Previous Step Save as Draft Next Step

Step	Action
(1)	Click on ellipsis to edit or delete the selected Excise Good.

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Home > Salman > Excise Tax Clearing Company (TINCE) > EX201A - Excise Tax Suspension - Import Declaration

EX201A - Excise Tax Suspension - Import Declaration

HS Code	Item Code	Item Description	Product Description	Brand	Unit of Measurement	Quantity	Designated Price (AED)	Excise Tax (AED)	Upload Status	Action
22029930	00000000387286	Marks & Spencer Mediterranean Orange Fruit Juice 1.0 L	Sweetend Drinks	Marks & Spencer	Liter	1000	20,000	10,000.000	✓	...
22029930	00000000312752	Marks & Spencer Defence Apple, Kiwi, Spinach & Lime Smoothie 750.0 ml	Sweetend Drinks	Marks & Spencer	Milliliter	1,000	27,000	13,500.000		...

Excise Tax Due if Released/Consumed : AED 23,500.00

Previous Step Save as Draft Next Step



This is the amount of Excise Tax that is calculated based on the items included in the declaration. This amount will become due if the Excise Goods are released for free circulation or are consumed within the UAE.

Declaration & Authorized Signatory

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Home > Salman > Excise Tax Clearing Company (TINCE) > EX201A - Excise Tax Suspension - Import Declaration

EX201A - Excise Tax Suspension - Import Declaration

Declaration and Authorized Signatory

Job Title
Manager

First Name in English
Saeed

Last Name in English
Ahmed

First Name in Arabic
سعيد

Last Name in Arabic
احمد

Country Code
Phone Number
Email ID

Previous Step Save as Draft Next Step



Enter 'Authorized Signatory' details. If the Importer and the Authorized signatory are same, then the details of the Importer will be pre-populated in this section

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Home > Salman > Excise Tax Clearing Company (TINCE) > EX201A - Excise Tax Suspension - Import Declaration

EX201A - Excise Tax Suspension - Import Declaration

Is the Authorized Signatory a resident of the UAE?

☒ Yes ☐ No

Emirates ID Number ¹

Emirates ID Expiry Date
DD/MM/YYYY

Upload Copy of Your Emirates ID

Add Drag files here

Max file size: 10 MB Formats: JPG, PDF, PNG JPEG Max. No. of files: 10

Passport issuing country (Optional)
Bahrain

Passport Number (Optional)
A10900075

Previous Step Save as Draft Next Step

Step	Action
(1)	Select 'Yes' if the Authorized Signatory is a resident of the UAE



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Home > Salman > Excise Tax Clearing Company (TINCE) > EX201A - Excise Tax Suspension - Import Declaration

EX201A - Excise Tax Suspension - Import Declaration

Is the Authorized Signatory a resident of the UAE?

☒ Yes ☐ No

Emirates ID Number: 500-0990-8790007-2 Emirates ID Expiry Date: 23/08/2035

Upload Copy of Your Emirates ID

Drag files here

Max file size: 10 MB Formats: JPG, PDF, PNG JPEG Max. No. of files: 10

Passport issuing country (Optional): Bahrain Passport Number (Optional): A10900075

Step	Action
(1)	Enter Emirate ID details

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Home > Salman > Excise Tax Clearing Company (TINCE) > EX201A - Excise Tax Suspension - Import Declaration

EX201A - Excise Tax Suspension - Import Declaration

Is the Authorized Signatory a resident of the UAE?

☒ Yes ☐ No

Emirates ID Number: 500-0990-8790007-2 Emirates ID Expiry Date: 23/08/2035

Upload Copy of Your Emirates ID

Drag files here

Max file size: 10 MB Formats: JPG, PDF, PNG JPEG Max. No. of files: 10

Passport issuing country (Optional): Bahrain Passport Number (Optional): A10900075

Saving...

Step	Action
(1)	Click on 'Add' button or drag & drop your files to upload a copy of your Emirates ID. On successful upload of document, the 'Add' button will be highlighted in green



EX201A - Excise Tax Suspension - Import Declaration

Passport issuing country (Optional): Bahrain

Passport Number (Optional): A10900075

Passport Expiry Date (Optional): 28/08/2041

Upload Copy of Your Passport (Optional): Add/View(1)

Max file size: 10 MB | Formats: JPG, PDF, PNG JPEG | Max. No. of files: 10

Upload scanned copy of signed authorization documents: Add

Max file size: 10 MB | Formats: JPG, PDF, PNG JPEG | Max. No. of files: 10

Date of Submission: 28/08/2041

Preferred Language of Communication: English

Previous Step | Save as Draft | Next Step

Step	Action
(1)	Enter Passport details

EX201A - Excise Tax Suspension - Import Declaration

Passport issuing country (Optional): Bahrain

Passport Number (Optional): A10900075

Passport Expiry Date (Optional): 28/08/2041

Upload Copy of Your Passport (Optional): Add/View(1)

Max file size: 10 MB | Formats: JPG, PDF, PNG JPEG | Max. No. of files: 10

Upload scanned copy of signed authorization documents: Add/View(1)

Max file size: 10 MB | Formats: JPG, PDF, PNG JPEG | Max. No. of files: 10

Date of Submission: 28/08/2041

Preferred Language of Communication: English

Previous Step | Save as Draft | Next Step

Step	Action
(1)	Click on 'Add' button or drag & drop your files to upload a copy of signed authorization documents. On successful upload of document, the 'Add' button will be highlighted in green



الهيئة الاتحادية للضرائب
FEDERAL TAX AUTHORITY

user_tince@gmail.com

What are you looking for?

User Type عربي

Home > Salman > Excise Tax Clearing Company (TINCE) > EX201A - Excise Tax Suspension - Import Declaration

EX201A - Excise Tax Suspension - Import Declaration

Upload scanned copy of signed authorization documents

Add/View(1) Drag files here

Max file size: 10 MB Formats: JPG, PDF, PNG JPEG Max. No. of files: 10


Date of Submission: 20/08/2022

Preferred Language of Communication

☐ By Submitting this Excise tax Suspension Import Declaration on Behalf of the importer, you acknowledge and agree that

- All information provided by me is true, accurate and complete, and that provided all supporting information or documentation that has been requested I guarantee the Total Excise Tax amount that is to be suspended and agree to comply with all that relevant tax and policies in regard to the suspension of Excise Tax.
- The FTA may share any information that I provided through the website to any relevant third-parties in accordance with the federal laws of the policies of the UAE government as uploaded from time to time.

Previous Step Save as Draft Next Step

 Date of Submission is pre-populated with current date

الهيئة الاتحادية للضرائب
FEDERAL TAX AUTHORITY

user_tince@gmail.com

What are you looking for?

User Type عربي

Home > Salman > Excise Tax Clearing Company (TINCE) > EX201A - Excise Tax Suspension - Import Declaration

EX201A - Excise Tax Suspension - Import Declaration

Upload scanned copy of signed authorization documents

Add/View(1) Drag files here

Max file size: 10 MB Formats: JPG, PDF, PNG JPEG Max. No. of files: 10

Date of Submission: 20/08/2022

Preferred Language of Communication: English

☐ By Submitting this Excise tax Suspension Import Declaration on Behalf of the importer, you acknowledge and agree that

- All information provided by me is true, accurate and complete, and that provided all supporting information or documentation that has been requested I guarantee the Total Excise Tax amount that is to be suspended and agree to comply with all that relevant tax and policies in regard to the suspension of Excise Tax.
- The FTA may share any information that I provided through the website to any relevant third-parties in accordance with the federal laws of the policies of the UAE government as uploaded from time to time.

Previous Step Save as Draft Next Step

Step	Action
(1)	Select preferred language of communication.



الهيئة الاتحادية للضرائب
FEDERAL TAX AUTHORITY

user_tince@gmail.com

What are you looking for?

User Type

عربي

Home > Salman > Excise Tax Clearing Company (TINCE) > EX201A - Excise Tax Suspension - Import Declaration

EX201A - Excise Tax Suspension - Import Declaration

Upload scanned copy of signed authorization documents

Add/View(1) Drag files here

Max file size: 10 MB Formats: JPG, PDF, PNG JPEG Max. No. of files: 10

Date of Submission: 20/08/2022

Preferred Language of Communication: English

☒ By Submitting this Excise tax Suspension Import Declaration on Behalf of the importer, you acknowledge and agree that

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- The FTA may share any information that I provided through the website to any relevant third-parties in accordance with the federal laws of the policies of the UAE government as uploaded from time to time.

Previous Step Save as Draft Next Step

Step	Action
(1)	Mark the checkbox to confirm that information provided is true, accurate and complete on this declaration screen.



Review Section

Review

Expand All / Collapse All

Step 1: Basic Information

Please select the type of importer

☐ Natural Person ☒ Legal Person

Name of Entity in English: Saturn

Name of Entity in Arabic: زحل

Country Code: Phone Number: Address:

Previous Step Save as Draft Submit



This section displays your completed declaration and allows you to review it prior to submission

Review

Expand All / Collapse All

Step 1: Basic Information

Please select the type of importer

☐ Natural Person ☒ Legal Person

Name of Entity in English: Saturn

Name of Entity in Arabic: زحل

Country Code: Phone Number: Address:

Previous Step Save as Draft Submit

Step	Action
(1)	Click here to expand/collapse all steps at once.

Step	Action
(1)	Click on the drop-down arrow to review the details in this step.

Step	Action
(1)	Click here to edit the basic information.

Step	Action
(1)	Mark the checkbox once you have reviewed all the information given in each step.

Step	Action
(1)	Click on 'Submit' to submit the declaration.



Acknowledgement

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Home ▶ Salman ▶ Excise Tax Clearing Company (TINCE) ▶ EX201A - Excise Tax Suspension - Import Declaration

EX201A - Excise Tax Suspension - Import Declaration

Declaration Submitted successfully ● Pending Approval

TINCE : 1006333387000CE

TINCE name : Mehrun

Transaction Number : 700000009507

Date of Submission : 11 November 2022



You have successfully submitted the declaration!
Make a note of the transaction number for future references. You can also access this Excise Declaration from the Excise Tax Suspension - Import Declaration tile, within the Excise Tax Clearing Company module.

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Home ▶ Salman ▶ Excise Tax Clearing Company (TINCE) ▶ EX201A - Excise Tax Suspension - Import Declaration

What's next

Follow the below steps to understand what happens after submitting the EX201A - Excise Tax Suspension - Import Declaration:

1. After you submit the declaration, a UAE Customs official reviews and either approves or rejects the declaration.
2. If the Customs official approves the declaration, you can import the goods into the UAE and the Excise Tax suspended on the goods is posted against your available Bank Guarantee balance.
3. If the Customs official rejects the declaration, you will not be able to import the goods into the UAE.

Important Notes

1. You can edit the declaration after submission before the UAE Customs reviews the declaration.
2. You can submit multiple EX201A - Excise Tax Suspension - Import Declaration in a single tax period.
3. You can check the status of your declaration at any time by logging into your EmaraTax portal.

For any inquiry or assistance, please contact us on: Within UAE: 600509994 | Outside UAE: +971 600509994 Email us at info@tax.gov.ae

Back to Dashboard Download

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



Home ▶ Salman ▶ Excise Tax Clearing Company (TINCE) ▶ EX201A - Excise Tax Suspension - Import Declaration

What's next
Follow the below steps to understand what happens after submitting the EX201A - Excise Tax Suspension - Import Declaration:

1. After you submit the declaration, a UAE Customs official reviews and either approves or rejects the declaration.
2. If the Customs official approves the declaration, you can import the goods into the UAE and the Excise Tax suspended on the goods is posted against your available Bank Guarantee balance.
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2. You can submit multiple EX201A - Excise Tax Suspension - Import Declaration in a single tax period.
3. You can check the status of your declaration at any time by logging into your EmaratTax portal.

For any inquiry or assistance, please contact us on: Within UAE: 600509994 | Outside UAE: +971 600509994 Email us at info@tax.gov.ae

Back to Dashboard Download

Step	Action
(1)	Click on 'Download' to download a copy of declaration submission acknowledgement



Correspondences



After submission of the Import Declaration, TINCE receives the following correspondences:

- Declaration submission acknowledgement
- Declaration approval or rejection notification

Thank you