



إمارات تاكس
EMARATAX

Submit VAT Voluntary Disclosure by VAT
Registrant - 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






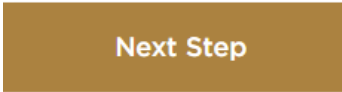


The below are the list of User manuals that you can refer to

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
	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

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 VAT Taxpayer to navigate through the EmaraTax portal and to submit VAT Voluntary Disclosure.



EmaraTax Login Page

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

Taxable Person

Tax Agents

Tax Agencies

Special Refunds

Proceed

Step	Action
(1)	Click here to select the user type

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

Taxable Person

Tax Agents

Tax Agencies

Special Refunds

Proceed





Step	Action
(1)	Select the Taxable Person tile



الهيئة الاتحادية للضرائب
FEDERAL TAX AUTHORITY

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

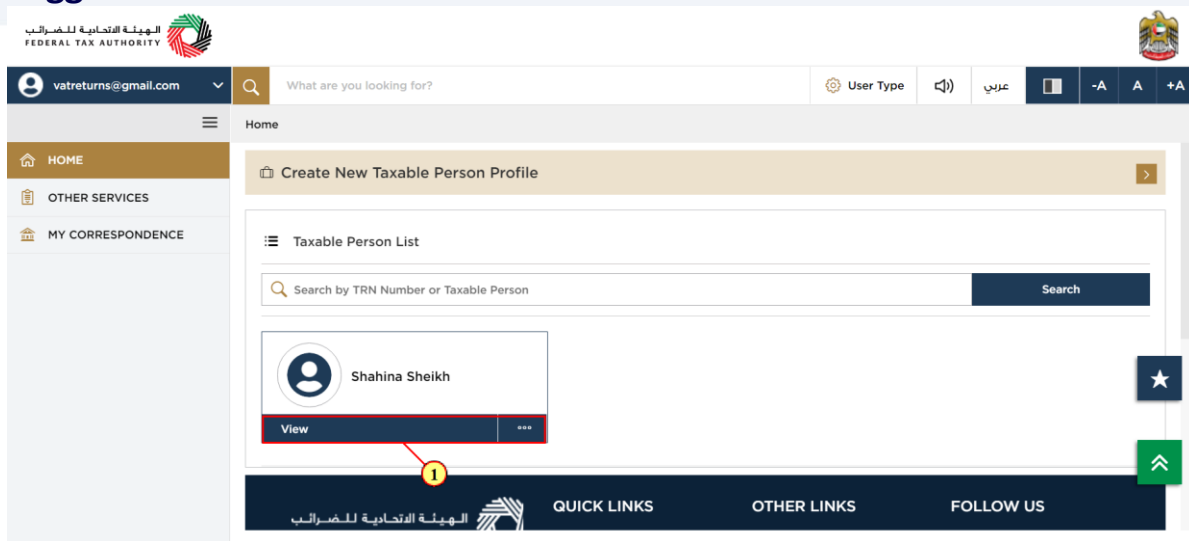
Please select the relevant purpose(s) for using e-CTS portal

 Taxable Person <input checked="" type="checkbox"/>	 Tax Agents <input type="checkbox"/>	 Tax Agencies <input type="checkbox"/>	 Special Refunds <input type="checkbox"/>
---	--	--	---

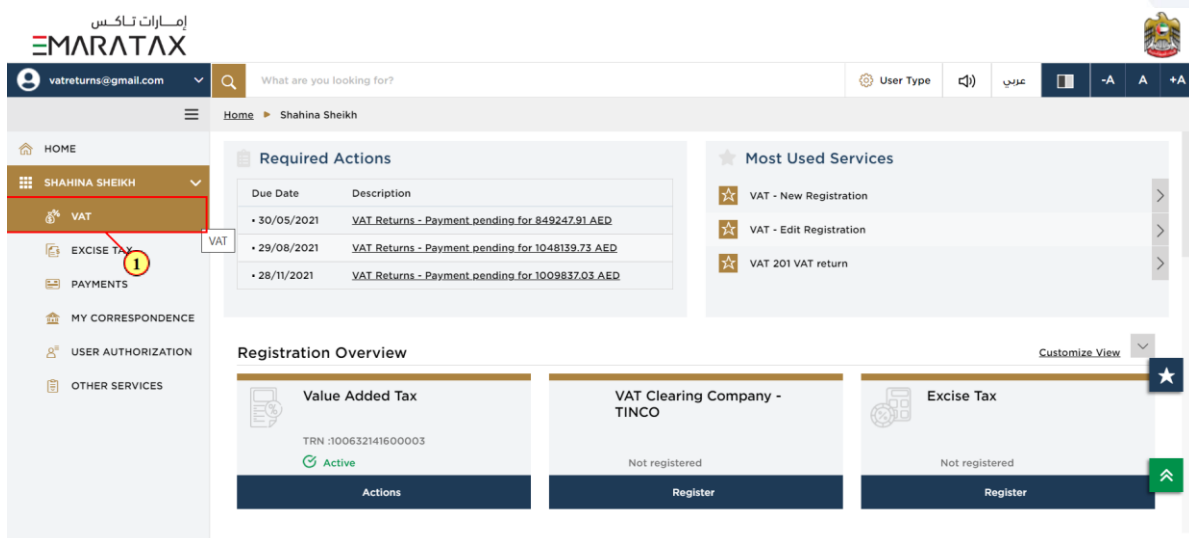
Proceed

Step	Action
(1)	Click on 'Proceed' to proceed to the Taxable Person

Logged in User Dashboard



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



Step	Action
(1)	Click here to access the VAT module.



VAT Module

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vatreturns@gmail.com

What are you looking for?

User Type عربي -A A +A

Home > Shahina Sheikh > VAT

HOME
SHAHINA SHEIKH
VAT
EXCISE TAX
PAYMENTS
MY CORRESPONDENCE
USER AUTHORIZATION
OTHER SERVICES

My Favorites

Returns & Refunds

My Filings
VAT Return
0 Not filed
View All

VAT 311
VAT Refunds
0 Total Requests
View All Create New

VAT Other Services
VAT Administrative Exceptions

Step	Action
(1)	Click here to view all you VAT Return filing.



My Filings Dashboard

إمارات تاكس
EMARATAX

vatreturns@gmail.com

Home > Shahina Sheikh > VAT > My Filings - VAT Return

My Filings

Type	VAT Reference Number	Period From	Period To	Original Return Due Date	Tax Year End	Submitted Date	Net VAT Position	Status	Action
VAT Return	300000008337	01/05/2022	31/07/2022	29/08/2022	31/01/2023	06/09/2022	-7,040.82	Submitted	...
Voluntary Disclosure	300000008352	01/02/2022	30/04/2022	30/05/2022	31/01/2023		2,013,089.45	VD Draft	...
VAT Return	300000008351	01/11/2021	31/01/2022	28/02/2022	31/01/2022	24/08/2022	2,705,236.88	Submitted	...
VAT Return	300000008350	01/08/2021	31/10/2021	28/11/2021	31/01/2022	24/08/2022	1,009,837.03	Submitted	...
VAT Return	300000008336	01/05/2021	31/07/2021	29/08/2021	31/01/2022	24/08/2022	1,048,139.73	Submitted	...

showing 5 of 11 records per page

QUICK LINKS OTHER LINKS FOLLOW US



This dashboard displays information related to your VAT Return and VAT Voluntary disclosures.

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EMARATAX

vatreturns@gmail.com

Home > Shahina Sheikh > VAT > My Filings - VAT Return

My Filings

Type	VAT Reference Number	Period From	Period To	Original Return Due Date	Tax Year End	Submitted Date	Net VAT Position	Status	Action
VAT Return	300000008337	01/05/2022	31/07/2022	29/08/2022	31/01/2023	06/09/2022	-7,040.82	Submitted	...
Voluntary Disclosure	300000008352	01/02/2022	30/04/2022	30/05/2022	31/01/2023		2,013,089.45	VD Draft	...
VAT Return	300000008351	01/11/2021	31/01/2022	28/02/2022	31/01/2022	24/08/2022	2,705,236.88	Submitted	...
VAT Return	300000008350	01/08/2021	31/10/2021	28/11/2021	31/01/2022	24/08/2022	1,009,837.03	Submitted	...
VAT Return	300000008336	01/05/2021	31/07/2021	29/08/2021	31/01/2022	24/08/2022	1,048,139.73	Submitted	...

showing 5 of 11 records per page

QUICK LINKS OTHER LINKS FOLLOW US



You can add a new column to the table or filter the declarations by its Return type and status. You can also search for VAT VD by reference number.



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What are you looking for?

User Type عربي

Home > Shahina Sheikh > VAT > My Filings - VAT Return

HOME

SHAHINA SHEIKH

VAT

EXCISE TAX

PAYMENTS

MY CORRESPONDENCE

USER AUTHORIZATION

OTHER SERVICES

My Filings

Type	VAT Reference Number	Period From	Period To	Original Return Due Date	Tax Year End	Submitted Date	Net VAT Position	Status	Action
VAT Return	300000008337	01/05/2022	31/07/2022	29/08/2022	31/01/2023	06/09/2022	-7,040.82	Submitted	...
Voluntary Disclosure	300000008352	01/02/2022	30/04/2022	30/05/2022	31/01/2023		2,013,089.45	Submitted	View
VAT Return	300000008351	01/11/2021	31/01/2022	28/02/2022	31/01/2022	24/08/2022	2,705,236.88	Submitted	Voluntary Disclosure
VAT Return	300000008350	01/08/2021	31/10/2021	28/11/2021	31/01/2022	24/08/2022	1,009,837.03	Submitted	Compare Filings
VAT Return	300000008336	01/05/2021	31/07/2021	29/08/2021	31/01/2022	24/08/2022	1,048,139.73	Submitted	View Previous Filings

QUICK LINKS OTHER LINKS FOLLOW US

Step	Action
(1)	Click on ellipsis to view VAT Return, Voluntary Disclosure, Compare Filings and view previous filings.

إمارات تاكس
EMARATAX

vatreturns@gmail.com

What are you looking for?

User Type عربي

Home > Shahina Sheikh > VAT > My Filings - VAT Return

HOME

SHAHINA SHEIKH

VAT

EXCISE TAX

PAYMENTS

MY CORRESPONDENCE

USER AUTHORIZATION

OTHER SERVICES

My Filings

Type	VAT Reference Number	Period From	Period To	Original Return Due Date	Tax Year End	Submitted Date	Net VAT Position	Status	Action
VAT Return	300000008337	01/05/2022	31/07/2022	29/08/2022	31/01/2023	06/09/2022	-7,040.82	Submitted	...
Voluntary Disclosure	300000008352	01/02/2022	30/04/2022	30/05/2022	31/01/2023		2,013,089.45	Submitted	View
VAT Return	300000008351	01/11/2021	31/01/2022	28/02/2022	31/01/2022	24/08/2022	2,705,236.88	Submitted	Voluntary Disclosure
VAT Return	300000008350	01/08/2021	31/10/2021	28/11/2021	31/01/2022	24/08/2022	1,009,837.03	Submitted	Compare Filings
VAT Return	300000008336	01/05/2021	31/07/2021	29/08/2021	31/01/2022	24/08/2022	1,048,139.73	Submitted	View Previous Filings

QUICK LINKS OTHER LINKS FOLLOW US

Step	Action
(1)	Click here to submit a VAT VD for the selected period.



Instructions and Guidelines

Voluntary Disclosure (VD)

- No. of form steps: 2 Steps
- Expected time to fill this form: 25 minutes
- Expected fees for this service: Free of Charge

Tutorial Materials

- Watch Video Tutorial
- Download User Manual

Required Templates

NA


Required Documents

It will be necessary for you to prepare the following information in an appropriate format and include it in your online application:

- Upload a letter (signed and stamped) which would provide the background facts and a detailed description of the error(s) disclosed in this Voluntary Disclosure Form.
- This letter should also indicate the reasons for the Voluntary Disclosure and the errors disclosed, as well as the impact on the relevant sections/boxes of the tax return. The letter will assist the FTA in acknowledging your request.
- Provide a summary in an excel file for the impacted boxes of the tax return and highlight the added/removed invoices.

Service Details

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 the Voluntary Disclosure.

Service Details

- About the Service
- Eligibility Criteria
- Your service journey
- FAQ

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




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

Step	Action
(1)	Click on 'Start' to proceed to file the VAT Voluntary Disclosure.




VAT Return

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

 You are required to submit a Voluntary Disclosure if you have made an error that is in excess of AED 10,000 or any negative value.



 This section displays the filing period details based on the selected VAT Return.

Step	Action
(1)	Click here to download the offline template which can be used to file your returns. The downloaded template is an exact replica of the online form. The disabled or greyed out cells will be auto calculated.



The screenshot shows the 'Voluntary Disclosure (VD)' page in the MARATAX system. At the top, there's a navigation bar with the user's email 'vatreturns@gmail.com' and a search bar. Below that, the page title is 'Voluntary Disclosure (VD)'. A summary table shows the filing period (01/02/2022 - 30/04/2022), VAT stager (Stagger 1 - Quarterly (Feb to Jan)), VAT return due date (30/05/2022), and tax year end (31/01/2023). The main section is 'VAT Return', which includes a message about offline filing and a 'Download Template' link. A red box highlights the 'Upload Filled Template' button, and a yellow circle with the number '1' is placed next to it.

Step	Action
(1)	Click on 'Upload Filled Template' to file your return using the offline facility.

The screenshot shows the 'Voluntary Disclosure (VD)' page in the MARATAX system. The 'VAT Return' section now shows a table with one row: 'VAT Return Template.xlsx' with a 'Clear table' button next to it. A red box highlights the file name, and a yellow circle with the number '1' is placed next to it. The 'Upload Filled Template' button is still visible.


Step	Action
(1)	Once the upload is complete, click here to download the uploaded template



Step	Action
(1)	Click here to clear the amounts in the table below

Step	Action
(1)	Click here to display the values that were previously declared in your VAT Return/VAT VD.



 The bottom boxes display the values that have been previously declared and the top box displays the new figures that you would like to declare.

Step	Action
(1)	Enter the values for the standard rates supplies in the correct corresponding Emirate box.



Step	Action
(1)	Enter amount and VAT amount in Box 2


Step	Action
(1)	Click here to view the invoice details received from Planet Tax Free.



Step	Action
(1)	Fill box 3 with amount and VAT amount.

Step	Action
(1)	Fill box 4 & box 5 with amount.



 Box 6 is pre-populated based on the data received from customs.

Step	Action
(1)	Click here to get the detailed view of Goods imported into the UAE.



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What are you looking for?

User Type عربي

Home > Shahina_Sheikh > VAT > My Filings - VAT Return

Voluntary Disclosure(VD)

		0.00			
6 Goods imported into the UAE	<input type="text" value="40,669,347.00"/>	<input type="text" value="2,013,089.45"/>	<input type="text" value="0.00"/>	<input type="text" value="0.00"/>	View Details
7 Adjustments to goods imported into the UAE	<input type="text" value="0.00"/>	<input type="text" value="0.00"/>	<input type="text" value="0.00"/>	<input type="text" value="0.00"/>	
8 Totals	<input type="text" value="40,869,347.00"/>	<input type="text" value="2,023,089.45"/>	<input type="text" value="0.00"/>	<input type="text" value="0.00"/>	
VAT on Expenses and All Other Inputs		<input type="text" value="40,327,714.20"/>	<input type="text" value="2,016,385.71"/>	<input type="text" value="0.00"/>	

Previous Step Compare Filings View Previous Filings Save as Draft Next Step



Box 7 should be used if the information that is prepopulated in Box 6 regarding goods imported into the UAE is incomplete or incorrect. In such case, use this box to make adjustments accordingly.

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What are you looking for?

User Type عربي

Home > Shahina_Sheikh > VAT > My Filings - VAT Return

Voluntary Disclosure(VD)

		0.00			
6 Goods imported into the UAE	<input type="text" value="40,669,347.00"/>	<input type="text" value="2,013,089.45"/>	<input type="text" value="0.00"/>	<input type="text" value="0.00"/>	View Details
7 Adjustments to goods imported into the UAE	<input type="text" value="0.00"/>	<input type="text" value="0.00"/>	<input type="text" value="0.00"/>	<input type="text" value="0.00"/>	
8 Totals	<input type="text" value="40,869,347.00"/>	<input type="text" value="2,023,089.45"/>	<input type="text" value="0.00"/>	<input type="text" value="0.00"/>	
VAT on Expenses and All Other Inputs		<input type="text" value="40,327,714.20"/>	<input type="text" value="2,016,385.71"/>	<input type="text" value="0.00"/>	

Previous Step Compare Filings View Previous Filings Save as Draft Next Step



Box 8 is the total box 1 to box 7 which is your total output for the Tax Period.



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What are you looking for?

User Type عربي

Home > Shabina_Sheikh > VAT > My Filings - VAT Return

Voluntary Disclosure(VD)

VAT on Expenses and All Other Inputs

Description	Amount (AED)	VAT Amount (AED)	Adjustment (AED)
9 Standard rated expenses	100,000.00	5,000.00	0.00
10 Supplies subject to the reverse charge provisions	0.00	1.00	0.00
11 Totals	100,000.00	5,000.00	0.00

Previous Step Compare Filings View Previous Filings Save as Draft Next Step

Step	Action
(1)	Enter the amount, corresponding VAT amount and adjustment amount for your standard rated expenses for the period.

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What are you looking for?

User Type عربي

Home > Shabina_Sheikh > VAT > My Filings - VAT Return

Voluntary Disclosure(VD)

VAT on Expenses and All Other Inputs

Description	Amount (AED)	VAT Amount (AED)	Adjustment (AED)
9 Standard rated expenses	100,000.00	5,000.00	0.00
10 Supplies subject to the reverse charge provisions	50,000.00	2,500.00	0.00
11 Totals	150,000.00	7,500.00	0.00

Previous Step Compare Filings View Previous Filings Save as Draft Next Step

Step	Action
(1)	Enter the amount and corresponding VAT amount for supplied that are subject to reverse charge provisions



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What are you looking for?

User Type عربي

Home > Shahina_Sheikh > VAT > My Filings - VAT Return


Voluntary Disclosure(VD)

10 Supplies subject to the reverse charge provisions	50,000.00	2,500.00	0.00	0.00
11 Totals	150,000.00	7,500.00	0.00	0.00

Net VAT Due

12 Total value of tax due for the period (AED)

Previous Step Compare Filings View Previous Filings Save as Draft Next Step

 Box 11 is auto-calculated and displays your total inputs for the Tax Period

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What are you looking for?

User Type عربي

Home > Shahina_Sheikh > VAT > My Filings - VAT Return

Voluntary Disclosure(VD)

Net VAT Due

12 Total value of tax due for the period (AED)

2,023,089.45

2,016,385.71

13 Total value of recoverable tax for the period (AED)

7,500.00


0.00

14 Payable tax for the period (AED)

2,015,589.45

2,016,385.71

Previous Step Compare Filings View Previous Filings Save as Draft Next Step

 Box 12 displays the total output tax for the period. Box 13 displays the total input tax for the period and box 14 displays the payable and/or refundable tax for the period.



2,016,385.71

Reason for Voluntary Disclosure: Incorrect Tax Return

Date on which the error was identified: 07/09/2022

Upload supporting documents: Add button highlighted in green.

Profit Margin Scheme: Did you apply the Profit Margin Scheme in respect of any supplies made during the tax period?

Step	Action
(1)	Click here to select the reason for Voluntary Disclosure and select the date on which the error was identified

Reason for Voluntary Disclosure: Incorrect Tax Return

Date on which the error was identified: 07/09/2022

Upload supporting documents: Add/View(1) button highlighted in green.

Profit Margin Scheme: Did you apply the Profit Margin Scheme in respect of any supplies made during the tax period?

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



Step	Action
(1)	Select 'Yes' if you have reported amounts using the Profit Margin Scheme

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



Reason for Voluntary Disclosure: Incorrect Tax Return

Date on which the error was identified: 07/09/2022

Upload supporting documents: Add/View() Drag files here

Max File size : 15 MB | Formats : PDF, DOC, XLS, XLSX, JPG, JPEG, PNG | Max. No. of files : 3

Profit Margin Scheme: Did you apply the Profit Margin Scheme in respect of any supplies made during the tax period? Yes No

Buttons: Previous Step, Compare Filings (1), View Previous Filings, Save as Draft, Next Step

Step	Action
(1)	Click on 'Compare Filings' to compare the filings.

Reason for Voluntary Disclosure: Incorrect Tax Return

Date on which the error was identified: 07/09/2022

Upload supporting documents: Add/View() Drag files here

Max File size : 15 MB | Formats : PDF, DOC, XLS, XLSX, JPG, JPEG, PNG | Max. No. of files : 3

Profit Margin Scheme: Did you apply the Profit Margin Scheme in respect of any supplies made during the tax period? Yes No

Buttons: Previous Step, Compare Filings, View Previous Filings (1), Save as Draft, Next Step

Step	Action
(1)	Click on 'View Previous Filings' to view the previous filings.



Reason for Voluntary Disclosure: Incorrect Tax Return

Date on which the error was identified: 07/09/2022

Upload supporting documents: Add/View(1)

Max File size : 15 MB | Formats : PDF, DOC, XLS, XLSX, JPG, JPEG, PNG | Max. No. of files : 3

Profit Margin Scheme: Did you apply the Profit Margin Scheme in respect of any supplies made during the tax period? Yes No

Buttons: Previous Step, Compare Filings, View Previous Filings, Save as Draft, Next Step

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

Reason for Voluntary Disclosure: Incorrect Tax Return

Date on which the error was identified: 07/09/2022

Upload supporting documents: Add/View(1)

Max File size : 15 MB | Formats : PDF, DOC, XLS, XLSX, JPG, JPEG, PNG | Max. No. of files : 3


Profit Margin Scheme: Did you apply the Profit Margin Scheme in respect of any supplies made during the tax period? Yes No

Buttons: Previous Step, Compare Filings, View Previous Filings, Save as Draft, Next Step

Step	Action
(1)	Click on 'Next Step' to proceed to the next section



Review & Declaration

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

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



إمارات تاكس
MARATAX

vatreturns@gmail.com

Home > Shahina_Sheikh > VAT > My Filings - VAT Return

Voluntary Disclosure(VD)

Review & Declaration Expand All / Collapse All

Taxable Person Details

Taxable Person Details

TRN
100632141600003

First Name in English: shahina
Last Name in English: shaik

First Name in Arabic: شاهينا
Last Name in Arabic: شاھينا

Previous Step Compare Filings View Previous Filings Save as Draft Submit

Step	Action
(1)	Click here to expand or collapse each section

إمارات تاكس
MARATAX

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Home > Shahina_Sheikh > VAT > My Filings - VAT Return

Voluntary Disclosure(VD)

Review & Declaration Expand All / Collapse All

Taxable Person Details

VAT Return Details

Declaration

First Name in English: Noorul
Last Name in English: Azim

First Name in Arabic: نورول
Last Name in Arabic: عازم أ

Previous Step Compare Filings View Previous Filings Save as Draft Submit

Step	Action
(1)	Click on each step to review every section



إمارات تاكس
MARATAX

vatreturns@gmail.com

What are you looking for?

User Type عربي

Home > Shahina Sheikh > VAT > My Filings - VAT Return


Voluntary Disclosure(VD)

Declaration

First Name in English: Noorul
Last Name in English: Azim
First Name in Arabic: نورول
Last Name in Arabic: عازم
Country Code: +971 (United Arab Emirates)
Phone Number: 987234567
Email ID: vatreturns@gmail.com
Date of Submission: 16/09/2022

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

Previous Step Compare Filings View Previous Filings Save as Draft Submit

 The Declaration details are taken from your VAT registration currently held by the FTA

إمارات تاكس
MARATAX

vatreturns@gmail.com

What are you looking for?

User Type عربي

Home > Shahina Sheikh > VAT > My Filings - VAT Return

Voluntary Disclosure(VD)

Declaration

First Name in English: Noorul
Last Name in English: Azim
First Name in Arabic: نورول
Last Name in Arabic: عازم
Country Code: +971 (United Arab Emirates)
Phone Number: 987234567
Email ID: vatreturns@gmail.com
Date of Submission: 16/09/2022

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

Previous Step Compare Filings View Previous Filings Save as Draft Submit

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



إمارات تاكس
MARATAX

vatreturns@gmail.com

What are you looking for?

User Type عربي

Home > Shabina_Sheikh > VAT > My Filings - VAT Return

Voluntary Disclosure(VD)

Declaration

First Name in English: Noorul

Last Name in English: Azim

First Name in Arabic: نورول

Last Name in Arabic: عازم

Country Code: +971 (United Arab Emirates)

Phone Number: 987234567

Email ID: vatreturns@gmail.com

Date of Submission: 16/09/2022


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

Previous Step Compare Filings View Previous Filings Save as Draft Submit

Step	Action
(1)	Click on 'Submit' to submit the VAT Voluntary Disclosure.



Acknowledgement

 You have successfully submitted the voluntary disclosure!
Make a note of the transaction number for future references. You can also access this Voluntary Disclosure from the VAT 201 return tile, within the VAT module.

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



الهيئة الاتحادية للضرائب
 FEDERAL TAX AUTHORITY

vatreturns@gmail.com

 User Type
 عربي
 -A A +A

Home > Shahina_Sheikh > VAT > VAT Return

VAT Stagger: : Stagger 2 - Quarterly (Mar to Feb)
 Due Date: : 28 March 2022
 Tax Year End : 28 February 2022
 Return Amount : AED 2,016,776.80
 Due Amount : AED 1,237,672.90

What's next
 1. Following the submission of your VAT voluntary disclosure, the reported payable tax must be settled within the due date. Delay in payment would result in a late payment penalty.
 2. Processing your application:
 a. Your application will now be reviewed by the FTA. Once the application is reviewed it will either, approved or additional information will be requested or, in some cases, may have to reject the application.
 b. If we require additional information to assist with our review, you will need to provide the information requested and resubmit your application in order for us to continue processing your application.
 c. If otherwise your application was rejected, you may re-submit but only once you have resolved the matters brought to your attention.
 3. The status of your application in the dashboard will be updated accordingly. You can check the status of your application at any time by logging into the EmarTax 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](#)

1

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



My Filings Dashboard

إمارات تاكس
EMARATAX

vatreturns@gmail.com

What are you looking for?

User Type عربي

Home > Shahina Sheikh > VAT > My Filings - VAT Return

HOME

SHAHINA SHEIKH

VAT

EXCISE TAX

PAYMENTS

MY CORRESPONDENCE

USER AUTHORIZATION

OTHER SERVICES

My Filings

Type	VAT Reference Number	Period From	Period To	Original Return Due Date	Tax Year End	Submitted Date	Net VAT Position	Status	Action
VAT Return	300000008337	01/05/2022	31/07/2022	29/08/2022	31/01/2023	06/09/2022	-7,040.82	Submitted	View
Voluntary Disclosure	300000008352	01/02/2022	30/04/2022	30/05/2022	31/01/2023		2,013,089.45	Submitted	View
VAT Return	300000008351	01/11/2021	31/01/2022	28/02/2022	31/01/2022	24/08/2022	2,705,236.88	Submitted	View
VAT Return	300000008350	01/08/2021	31/10/2021	28/11/2021	31/01/2022	24/08/2022	1,009,837.03	Submitted	View
VAT Return	300000008336	01/05/2021	31/07/2021	29/08/2021	31/01/2022	24/08/2022	1,048,139.73	Submitted	View

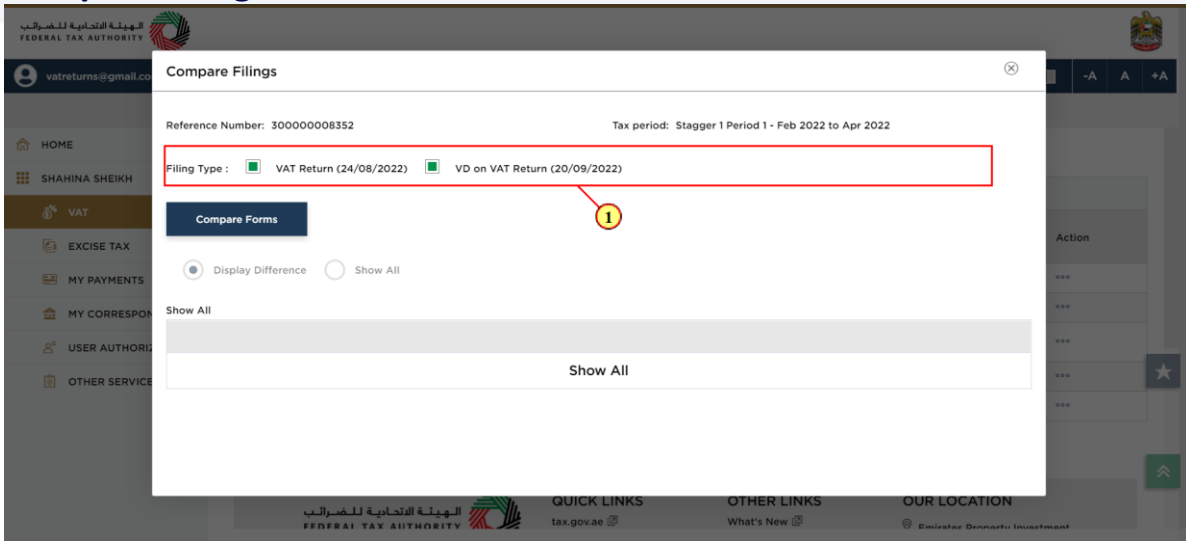
1 of 11 records per page

QUICK LINKS OTHER LINKS FOLLOW US

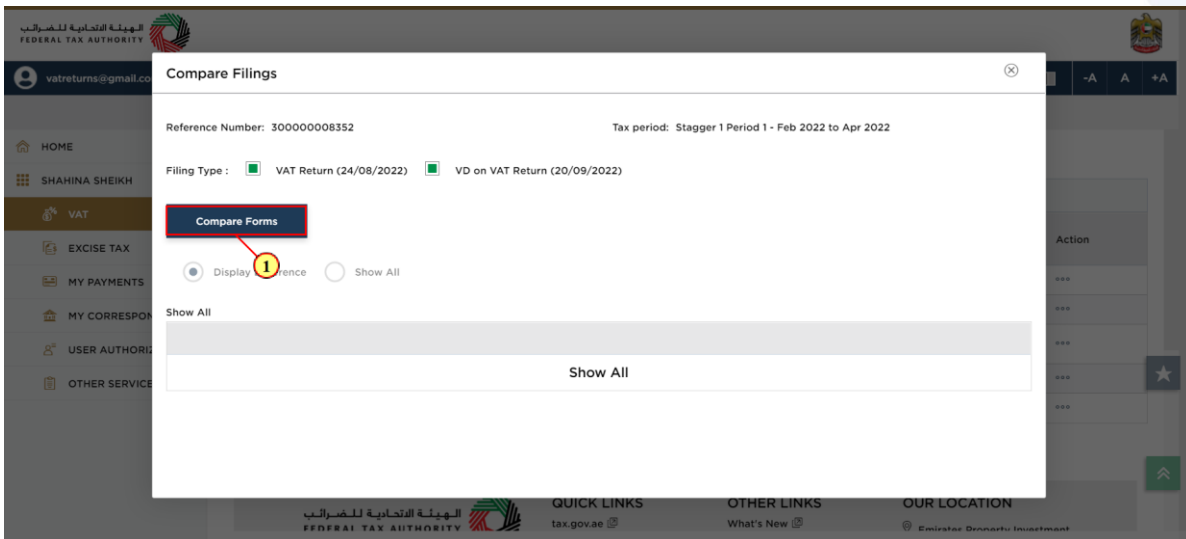
Step	Action
(1)	Click here to compare your filings.



Compare Filings



Step	Action
(1)	Mark the required checkboxes (type of filings) that you want to compare.



Step	Action
(1)	Click on 'Compare Forms' to compare the selected forms.



Field Name	Version1	Version2
Standard rated supplies in Abu Dhabi Amount	0.00	500,000.00
Standard rated supplies in Abu Dhabi VAT Amount	0.00	25,000.00
Standard rated expenses Amount	0.00	50,000.00
Standard rated expenses VAT Amount	0.00	2,500.00
Box 11 Total Expenses Amount	0.00	50,000.00
Box 11 Total Expenses VAT Amount	0.00	2,500.00
Tax refunds provided to tourists under the Tax Refunds for tourists scheme Amount	341,632.80	0.00
Tax refunds provided to tourists under the Tax Refunds for tourists scheme VAT Amount	17,081.64	0.00
Goods imported into the UAE VAT Amount	2,033,467.35	2,013,089.45

Step	Action
(1)	The results of compared forms is displayed.

Step	Action
(1)	Click here to close the pop-up.



My Filings Dashboard

إمارات تاكس
EMARATAX

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

Home > Shahina Sheikh > VAT > My Filings - VAT Return

HOME
SHAHINA SHEIKH
VAT
EXCISE TAX
PAYMENTS
MY CORRESPONDENCE
USER AUTHORIZATION
OTHER SERVICES

My Filings

Customize Columns Filing Type Status Search

Type	VAT Reference Number	Period From	Period To	Original Return Due Date	Tax Year End	Submitted Date	Net VAT Position	Status	Action
VAT Return	300000008337	01/05/2022	31/07/2022	29/08/2022	31/01/2023	06/09/2022	-7,040.82	Submitted	***
Voluntary Disclosure	300000008352	01/02/2022	30/04/2022	30/05/2022	31/01/2023		2,013,089.45	Submitted	View
VAT Return	300000008351	01/11/2021	31/01/2022	28/02/2022	31/01/2022	24/08/2022	2,705,236.88	Submitted	Voluntary Disclosure
VAT Return	300000008350	01/08/2021	31/10/2021	28/11/2021	31/01/2022	24/08/2022	1,009,837.03	Submitted	Compare Filings
VAT Return	300000008336	01/05/2021	31/07/2021	29/08/2021	31/01/2022	24/08/2022	1,048,139.73	Submitted	View Previous Filings

1

QUICK LINKS OTHER LINKS FOLLOW US

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



Previous Filings

Step	Action
(1)	All your previous filings are displayed here.

Step	Action
(1)	Click on previous filing which you want to view in detail.



VAT Return

VAT 201 Return

1 VAT Return

2 Review & Declaration

Filing Period

VAT Return Period:	01/05/2022 - 31/07/2022
VAT Stagger:	Stagger 1 - Quarterly (Feb to Jan)
VAT Return Due Date:	29/08/2022
Tax Year End:	31/01/2023

VAT Return

You have the option to file returns offline. You can download the template given below and then upload it after filing as mentioned in the template.

[Download Template](#) VAT Return Template.xlsx last updated 07/09/2022 [Upload Filled Template](#)

VAT on Sales and All Other Outputs

Description	Amount (AED)	VAT Amount (AED)	Adjustment (AED)
1a Standard rated supplies in Abu Dhabi	10,000.00	500.00	- 0.00

Previous Step Next Step



VAT Return for selected filing is displayed.



Correspondences



After submission of the VAT Voluntary Disclosure, VAT Taxpayer receives the following correspondences:

- Voluntary Disclosure submission acknowledgement
- Voluntary Disclosure acknowledged or rejection notification
- Additional information notification (only if FTA requires more information to assist with their review of your VAT Return)

Thank you