



إمارات تاكس
EMARATAX

Excise 311 for Non-Registered Business Refund

User Manual

Date: May 2024

Version 1.0.0.0

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Document Control Information

Document Version Control

| Version No. | Date | Prepared/Reviewed by | Comments |
|-------------|-----------|-----------------------|---------------------------------|
| 1.0 | 28-May-24 | Federal Tax Authority | User Manual for EmaraTax Portal |

Annexure



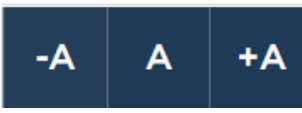



The below are the list of User manuals that you can refer to

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



Navigating through EmaraTax

The Following Tabs and Buttons are available to help you navigate through this process

| Button | Description |
|---|---|
| In the Portal | |
|  User types | This is used to toggle between various personas within the user profile such as Taxable Person, Tax Agent, Tax Agency, Legal Representative etc |
|  | This is used to enable the Text to Speech feature of the portal |
| English 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](#)



Non-Registered Business Excise Tax Refund

| | |
|---|-----------|
| Document Control Information | 2 |
| Annexure 2 | |
| Navigating through EmaraTax | 3 |
| Non-Registered Business Excise Tax Refund | 4 |
| Refund Details | 17 |
| Review and Declaration | 17 |



إمارات تاكس
EMARATAX

Non-Registered Business Excise Tax Refund User Manual FTA - UAE



This manual is prepared to help the Excise Taxpayer to navigate through the Emaratax portal to submit a Non Registered Business Excise Tax Refund.



EMARATAX

Are you an existing e-Services user?

If you already have an account with the FTA you will need to reset your password before you can login to EmaraTax for the first time. If you have already successfully reset your password please login to EmaraTax with your new credentials.

[Please reset your password here](#)

Don't have an account?

If you do not already have an account with the FTA please signup here

Sign Up

Got any question on the new system?
[Read the FAQs](#)

Login with your E-mail

E-mail Address

Password

[Forgot password?](#)
Enter Security Code

Login

Login with UAE PASS

A single trusted digital identity for all citizens, residents and visitors.

★

- 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.



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



إمارات تاكس
EMARATAX

nonregistereduser@gm... What are you looking for? User Type عربي -A A +A

User Profile
Please select the relevant purpose(s) for using EmaraTax portal

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

1

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 legal...

[Read More](#)

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

[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 |



إمارات تاكس
EMARATAX

nonregistereduser@gm... What are you looking for?

User Type عربي -A +A

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

[Read More](#)

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

[Read More](#)

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

[Read More](#)

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

[Read More](#)

Special Refunds

Special refunds contain the VAT refund services for UAE nationals for building new residences, refunds for the business visitors, Mosque Constructio...

[Read More](#)

Other Services

This will allow you to initiate some of the FTA services which doesn't require you to be a registered user in VAT/Excise.

[Read More](#)

Juridical Person Tax Agent

A juridical person registered as a Tax Agent as per the conditions specified in the Executive regulations to the Tax procedural law.

[Read More](#)

Natural Person Representative Agent

A Natural person who is linked to the Juridical Person Tax Agent as a representative agent.

[Read More](#)

Proceed

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



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



| Registration Type | Registration Status | TRN/WHK No. | GIBAN | Effective Date of Registration | Action |
|-------------------|---------------------|-------------|-------|--------------------------------|--------|
| Corporate Tax | ● Not Registered | - | - | - | ... |
| Value Added Tax | ● Not Registered | - | - | - | ... |
| Tax Group | ● Not Registered | - | - | - | ... |
| Excise Tax | ● Not Registered | - | - | - | ... |
| Warehouse Keeper | ● Not Registered | - | - | - | ... |


| Step | Action |
|------|--|
| (1) | Click here to access Excise Tax module |




The screenshot shows the EMARATAX portal interface. The user is logged in as 'nonregisteruser@gm...'. The dashboard is titled 'Excise Tax' and includes a search bar and a navigation menu on the left. The main content area is divided into three sections: 'My Favorites', 'Excise Tax Return and Refund', and 'Mainland Declarations'. In the 'Excise Tax Return and Refund' section, there are two cards: 'EX200 Excise Tax Return' with '0 Outstanding' and 'View All' button, and 'Excise Tax Refund for Non-Registered Businesses' with '0 In Review' and 'View All' button. A red box highlights the 'View All' button for the refund section, and a yellow circle with the number '1' points to it. The 'Mainland Declarations' section shows 'EX201 Excise Goods that Require Customs Clearance (Import Declaration)' with '0 Awaiting Approval'.

| Step | Action |
|------|---|
| (1) | Click here to view the dashboard of Non Registered businesses |



 This dashboard displays information related to your previous EX 311 non registered Business refund requests.

 You can add a new column to the table or filter the refund applications by its status. You can also search for an application by the refund application number



| Step | Action |
|------|---|
| (1) | Click on 'New Refund Request' to initiate a new refund request. |

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




| 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. |



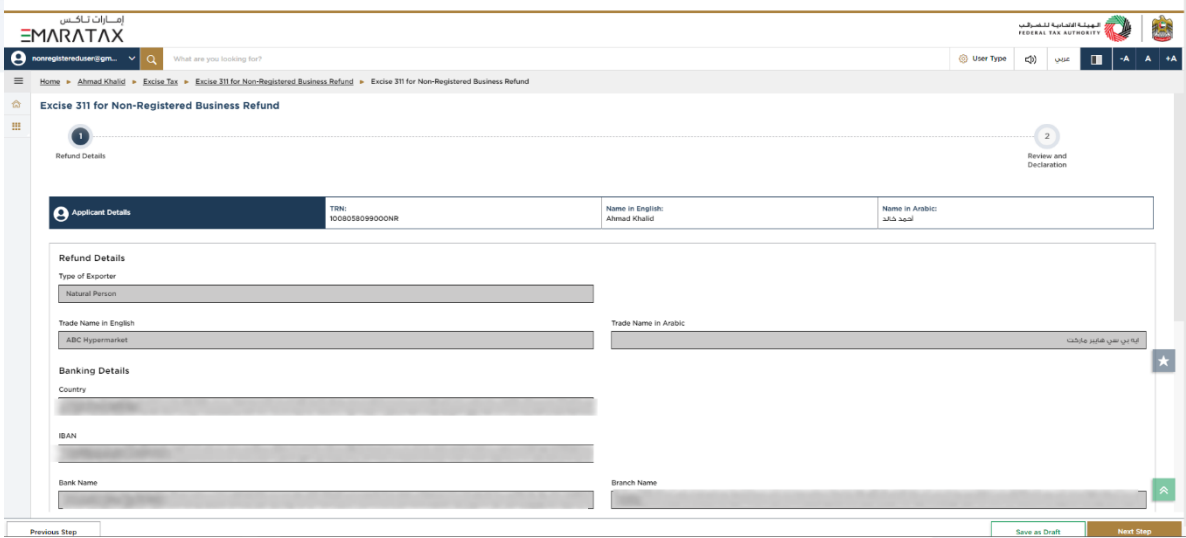
| Step | Action |
|------|--|
| (1) | Click on 'Start' to proceed to the refund request. |

Refund Details

 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



This section displays the basic details of the Non-Registered Business based on the data in Business details.



Bank details are pre-populated from registration data. Please ensure that the bank details are correct prior to the submission of the refund request as incorrect bank details may lead to payment failure



EMARATAX

What are you looking for?

Home > Ahmad Khalid > Excise Tax > Excise 311 for Non-Registered Business Refund > Excise 311 for Non-Registered Business Refund

Excise 311 for Non-Registered Business Refund

Bank Name: Branch Name:

Account Holder's Name: Account Number:

Refund Transaction Details
Please select the transaction for which you want to claim Refund

| <input type="checkbox"/> | Transaction Type | Reference Number | Refundable Amount(AED) | Refund Amount Claimed (AED) | Action |
|--------------------------|------------------|------------------|------------------------|-----------------------------|---|
| <input type="checkbox"/> | EX203H | 700000037755 | 48,500.00 | 0.00 | <input type="button" value="Enter Export Details"/> |
| <input type="checkbox"/> | EX203H | 700000037759 | 2,520,000.00 | 0.00 | <input type="button" value="Enter Export Details"/> |
| Total | | | 2,568,500.00 | 0.00 | |

Total Amount Claimed: AED 0.00

Summary of Selected Transactions
Total Refund Claimed Amount (AED)



This section displays the relevant transaction types and the excess refundable amount



EMARATAX

What are you looking for?

Home > Ahmad Khalid > Excise Tax > Excise 311 for Non-Registered Business Refund > Excise 311 for Non-Registered Business Refund

Excise 311 for Non-Registered Business Refund

Bank Name: Branch Name:

Account Holder's Name: Account Number:

Refund Transaction Details

Please select the transaction for which you want to claim Refund

| <input type="checkbox"/> | Transaction Type | Reference Number | Refundable Amount(AED) | Refund Amount Claimed (AED) | Action |
|--------------------------|------------------|------------------|------------------------|-----------------------------|--------------------------------------|
| <input type="checkbox"/> | EX203H | 70000003755 | 48,500.00 | 0.00 | Enter Export Details |
| <input type="checkbox"/> | EX203H | 70000003759 | 2,520,000.00 | 0.00 | Enter Export Details |
| Total | | | 2,568,500.00 | 0.00 | |

Total Amount Claimed: AED 0.00

Summary of Selected Transactions

Total Refund Claimed Amount (AED)

Previous Step Save as Draft Next Step

| Step | Action |
|------|---|
| (1) | Click here to select the declaration for which you want to claim Refund |



EMARATAX

What are you looking for?

Home > Ahmad Khalid > Excise Tax > Excise 311 for Non-Registered Business Refund > Excise 311 for Non-Registered Business Refund

Excise 311 for Non-Registered Business Refund

Bank Name: Branch Name:

Account Holder's Name: Account Number:

Refund Transaction Details
Please select the transaction for which you want to claim Refund

| <input type="checkbox"/> | Transaction Type | Reference Number | Refundable Amount(AED) | Refund Amount Claimed (AED) | Action |
|--------------------------|------------------|------------------|------------------------|-----------------------------|--------------------------------------|
| <input type="checkbox"/> | EX203H | 700000031755 | 48,500.00 | 0.00 | Enter Export Details |
| <input type="checkbox"/> | EX203H | 700000031759 | 2,520,000.00 | 0.00 | Enter Export Details |
| Total | | | 2,568,500.00 | 0.00 | |

Total Amount Claimed: AED 0.00

Summary of Selected Transactions
Total Refund Claimed Amount (AED)

Previous Step Save as Draft Next Step

| Step | Action |
|------|---|
| (1) | Click here to enter the export details. |



EMARATAX

What are you looking for?


Excise Tax > Excise 311 for Non-Registered Business Refund

Excise 311 for Non-Registered Business Refund

Applicant Details: TIN: 100808099000NR, Name in English: Ahmad Khalid, Name in Arabic: أحمد خالد

| Date of Purchase | HS Code | Item Code | Quantity | Item Description | Product Description | Brand | Unit of Measurement | Excise Price (AED) | Excise Tax (AED) | Excise Tax Claimed (AED) | Action |
|------------------|----------|---------------|----------|---|---------------------|-----------------|---------------------|--------------------|------------------|--------------------------|--------|
| 12/05/2024 | 22021029 | 0000000114990 | 1000.000 | Sainsbury's Diet No Added Sugar Refresh Tonic Water 1.0 L | Carbonated drinks | Sainsbury's | Liter | 49.00 | 24,900.00 | 0.00 | *** |
| 13/05/2024 | 21069092 | 0000000173445 | 2000.000 | Sainsbury's Apple & Alphonso Mango High Juice Fruit Squash 1.0 L | Sweetened Drinks | Sainsbury's | Liter | 17.00 | 17,000.00 | 0.00 | *** |
| 13/05/2024 | 22029930 | 0000000030113 | 1000.000 | Marko & Spencer Pineapple, Golden Berry & Ginger Pressed Juice 250.0 ml | Sweetened Drinks | Marko & Spencer | Milliliter | 14.00 | 7,000.00 | 0.00 | *** |

Save and Go Back

 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.



EMARATAX

What are you looking for?

Excise 311 for Non-Registered Business Refund

Applicant Details: TIN: 100808099000NR, Name in English: Ahmad Khalid, Name in Arabic: أحمد خالد

| Date of Purchase | HS Code | Item Code | Quantity | Item Description | Product Description | Brand | Unit of Measurement | Excise Price (AED) | Excise Tax (AED) | Excise Tax Claimed (AED) | Action |
|------------------|----------|----------------|----------|---|---------------------|-----------------|---------------------|--------------------|------------------|--------------------------|--------|
| 12/05/2024 | 22021029 | 00000000114990 | 1000.000 | Sainsbury's Diet No Added Sugar Refreshing Tonic Water 1.0 L | Carbonated drinks | Sainsbury's | Liter | 49.00 | 24,500.00 | 0.00 | ... |
| 13/05/2024 | 21069092 | 00000000173445 | 2000.000 | Sainsbury's Apple & Alphonso Mango High Juice Fruit Squash 1.0 L | Sweetend Drinks | Sainsbury's | Liter | 17.00 | 17,000.00 | 0.00 | ... 1 |
| 13/05/2024 | 22029930 | 00000000030113 | 1000.000 | Marks & Spencer Pineapple, Golden Berry & Ginger Pressed Juice 250.0 ml | Sweetend Drinks | Marks & Spencer | Milliliter | 14.00 | 7,000.00 | 0.00 | ... |

Save and Go Back

| Step | Action |
|------|---|
| (1) | Click on the ellipsis to edit the item details. |



The screenshot shows the 'Item Details' form in the EMARATAX system. The form is titled 'Excise 311 for Non-Registered Business' and contains the following fields:

- Item Code: 0000000014350
- HS Code: 22021029
- Country of Origin: United Kingdom
- Brand: Sainsbury's
- Item Description: Sainsbury's Diet No Added Sugar Indian Tonic Water 1.0 L
- Unit of Measurement: L
- Product Description: Carbonated drinks
- Excise Tax Percentage (%): 50.00
- Retail Selling Price as per the FTA's Published List (AED): 50.0000000000
- Date of Purchase: 12/05/2024
- Designated Price (AED): 49.0000000000
- Available Quantity: 1000
- Quantity Exported: 500 (highlighted with a red box and a circled '1')

There is also a 'Documentary Proof' section with an 'Add/View()' button and a 'Drag files here' area. A 'Save' button is located at the bottom right of the form.

| Step | Action |
|------|--|
| (1) | Enter the quantity of the excise goods that were exported. |



The screenshot shows the 'Item Details' form in the EMARATAX system. The form is divided into several sections:

- Item Code:** 0000000014350
- HS Code:** 22021029
- Country of Origin:** United Kingdom
- Brand:** Sainsbury's
- Item Description:** Sainsbury's Diet No Added Sugar Indian Tonic Water 1.0 L
- Unit of Measurement:** L
- Product Description:** Carbonated drinks
- Excise Tax Percentage (%):** 50.00
- Retail Selling Price as per the FTA's Published List (AED):** 50.0000000000
- Date of Purchase:** 12/05/2024
- Designated Price (AED):** 49.0000000000
- Available Quantity:** 1000
- Quantity Exported:** 500

 At the bottom, there is a 'Documentary Proof' section with an 'Add/View()' button highlighted in green and a 'Drag files here' area. A red box highlights the 'Add/View()' button and the 'Drag files here' area, with a yellow circle containing the number '1' pointing to the 'Add/View()' button.

| 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 |



The screenshot shows the 'Item Details' form in the EMARATAX system. The form is divided into several sections:

- Item Code:** 0000000014350
- HS Code:** 22021029
- Country of Origin:** United Kingdom
- Brand:** Sainsbury's
- Item Description:** Sainsbury's Diet No Added Sugar Indian Tonic Water 1.0 L
- Unit of Measurement:** L
- Product Description:** Carbonated drinks
- Excise Tax Percentage (%):** 50.00
- Retail Selling Price as per the FTA's Published List (AED):** 50.0000000000
- Date of Purchase:** 12/05/2024
- Designated Price (AED):** 49.0000000000
- Available Quantity:** 1,000
- Quantity Exported:** 500

A red box highlights the 'Save' button at the bottom right of the form, with a red circle containing the number '1' pointing to it.

| Step | Action |
|------|-----------------|
| (1) | Click on 'Save' |



EMARATAX

What are you looking for?

Use Type

Home > Ahmad Khalid > Excise Tax > Excise 311 for Non-Registered Business Refund > Excise 311 for Non-Registered Business Refund

Excise 311 for Non-Registered Business Refund

Applicant Details

TIN: 100808099000NR

Name in English: Ahmad Khalid

Name in Arabic: أحمد خالد

| Date of Purchase | HS Code | Item Code | Quantity | Item Description | Product Description | Brand | Unit of Measurement | Excise Price (AED) | Excise Tax (AED) | Excise Tax Claimed (AED) | Action |
|------------------|----------|---------------|----------|---|---------------------|-----------------|---------------------|--------------------|------------------|--------------------------|--------|
| 12/05/2024 | 22021029 | 0000000114990 | 1000.000 | Sainsbury's Diet No Added Sugar Refreshing Tonic Water 1.0 L | Carbonated drinks | Sainsbury's | Liter | 49.00 | 24,900.00 | 0.00 | *** |
| 13/05/2024 | 21069092 | 0000000173445 | 2000.000 | Sainsbury's Apple & Alphonso Mango High Juice Fruit Squash 1.0 L | Sweetened Drinks | Sainsbury's | Liter | 17.00 | 17,000.00 | 0.00 | *** |
| 13/05/2024 | 22029930 | 0000000030113 | 1000.000 | Marks & Spencer Pineapple, Golden Berry & Ginger Pressed Juice 250.0 ml | Sweetened Drinks | Marks & Spencer | Milliliter | 14.00 | 7,000.00 | 0.00 | *** |

Save and Go Back

| Step | Action |
|------|---|
| (1) | Click Save and Back to save the progress of the form and return to the previous section |



EMARATAX

What are you looking for?

Use Type

Home > Ahmad Khalid > Excise Tax > Excise 311 for Non-Registered Business Refund > Excise 311 for Non-Registered Business Refund

Excise 311 for Non-Registered Business Refund

Bank Name Branch Name

Account Holder's Name Account Number

Refund Transaction Details
Please select the transaction for which you want to claim Refund

| <input type="checkbox"/> | Transaction Type | Reference Number | Refundable Amount(AED) | Refund Amount Claimed (AED) | Action |
|--------------------------|------------------|------------------|------------------------|-----------------------------|---|
| <input type="checkbox"/> | EX203H | 700000037755 | 48,500.00 | 0.00 | <input type="button" value="Enter Export Details"/> |
| <input type="checkbox"/> | EX203H | 700000037759 | 2,520,000.00 | 0.00 | <input type="button" value="Enter Export Details"/> |
| Total | | | 2,568,500.00 | 0.00 | |

Total Amount Claimed: AED 0.00

Summary of Selected Transactions
Total Refund Claimed Amount (AED)



This is the total refund amount requested by you



EMARATAX

What are you looking for?

Home > Ahmad Khalid > Excise Tax > Excise 311 for Non-Registered Business Refund > Excise 311 for Non-Registered Business Refund

Excise 311 for Non-Registered Business Refund

Bank Name Branch Name

Account Holder's Name Account Number

Refund Transaction Details

Please select the transaction for which you want to claim Refund

| <input type="checkbox"/> | Transaction Type | Reference Number | Refundable Amount(AED) | Refund Amount Claimed (AED) | Action |
|--------------------------|------------------|------------------|------------------------|-----------------------------|---|
| <input type="checkbox"/> | EX203H | 700000037755 | 48,500.00 | 0.00 | <input type="button" value="Enter Export Details"/> |
| <input type="checkbox"/> | EX203H | 700000037759 | 2,520,000.00 | 0.00 | <input type="button" value="Enter Export Details"/> |
| Total | | | 2,568,500.00 | 0.00 | |

Total Amount Claimed: AED 0.00

Summary of Selected Transactions

Total Refund Claimed Amount (AED)

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



EMARATAX

What are you looking for?

Home > Ahmad Khalid > Excise Tax > Excise 311 for Non-Registered Business Refund > Excise 311 for Non-Registered Business Refund

Excise 311 for Non-Registered Business Refund

Bank Name: Branch Name:

Account Holder's Name: Account Number:

Refund Transaction Details

Please select the transaction for which you want to claim Refund

| <input type="checkbox"/> | Transaction Type | Reference Number | Refundable Amount(AED) | Refund Amount Claimed (AED) | Action |
|--------------------------|------------------|------------------|------------------------|-----------------------------|---|
| <input type="checkbox"/> | EX203H | 700000037755 | 48,500.00 | 0.00 | <input type="button" value="Enter Export Details"/> |
| <input type="checkbox"/> | EX203H | 700000037759 | 2,520,000.00 | 0.00 | <input type="button" value="Enter Export Details"/> |
| Total | | | 2,568,500.00 | 0.00 | |

Total Amount Claimed: AED 0.00

Summary of Selected Transactions

Total Refund Claimed Amount (AED)

Previous Step 1 of 5 Step

| Step | Action |
|------|--|
| (1) | Click on 'Save as draft' to save the refund request as a draft |



EMARATAX

What are you looking for?

Home > Ahmad Khalid > Excise Tax > Excise 311 for Non-Registered Business Refund > Excise 311 for Non-Registered Business Refund

Excise 311 for Non-Registered Business Refund

Bank Name Branch Name

Account Holder's Name Account Number

Refund Transaction Details

Please select the transaction for which you want to claim Refund

| <input type="checkbox"/> | Transaction Type | Reference Number | Refundable Amount(AED) | Refund Amount Claimed (AED) | Action |
|--------------------------|------------------|------------------|------------------------|-----------------------------|---|
| <input type="checkbox"/> | EX203H | 700000037755 | 48,500.00 | 0.00 | <input type="button" value="Enter Export Details"/> |
| <input type="checkbox"/> | EX203H | 700000037759 | 2,520,000.00 | 0.00 | <input type="button" value="Enter Export Details"/> |
| Total | | | 2,568,500.00 | 0.00 | |

Total Amount Claimed: AED 0.00

Summary of Selected Transactions

Total Refund Claimed Amount (AED)

Previous Step

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



Review and Declaration



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



| 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. |



EMARATAX

nonregistereduser@gmail.com

What are you looking for?

User Type

Home > Ahmad Khalid > Excise Tax > Excise 311 for Non-Registered Business Refund > Excise 311 for Non-Registered Business Refund

Excise 311 for Non-Registered Business Refund

| Name in English | Name in Arabic | Phone Number | Email ID |
|-----------------|----------------|---------------|--------------------------|
| Saeed Mohammad | سعيد محمد | +971609098886 | SAEED.MOHAMMAD@GMAIL.COM |

Declaration

First Name in English: Last Name in English:

First Name in Arabic: Last Name in Arabic:


Country Code: Mobile Number: Email ID:

Submission Date:

I hereby declare the below:

- I agree to submit additional documentary proof to support the Excise Refund request, if requested by the FTA.
- I agree to pay back my amount wrongfully obtained.
- I declare that all information provided by me is true, accurate and as per best of my knowledge.
- I hereby, confirm that goods are physically exported to outside the UAE.
- I confirm the goods are not used, neither in whole or in part, nor any modifications has been made to them in the period between the purchase and export, except to the extent necessary to prepare the goods for export

Previous Step Submit

 The Authorized Signatory details are taken from the Business details of the Non-Registered Businesses currently held by the FTA.



EMARATAX

nonregistereduser@gmail.com

What are you looking for?

Home > Ahmad Khalid > Excise Tax > Excise 311 for Non-Registered Business Refund > Excise 311 for Non-Registered Business Refund

Excise 311 for Non-Registered Business Refund

| Name in English | Name in Arabic | Phone Number | Email ID |
|-----------------|----------------|---------------|--------------------------|
| Saeed Mohammad | سعيد محمد | +971609098886 | SAEED.MOHAMMAD@GMAIL.COM |

Declaration

First Name in English: Last Name in English:

First Name in Arabic: Last Name in Arabic:


Country Code: Mobile Number: Email ID:

Submission Date:

I hereby declare the below:

- I agree to submit additional documentary proof to support the Excise Refund request, if requested by the FTA.
- I agree to pay back my amount wrongfully obtained.
- I declare that all information provided by me is true, accurate and as per best of my knowledge.
- I hereby, confirm that goods are physically exported to outside the UAE.
- I confirm the goods are not used, neither in whole or in part, nor any modifications has been made to them in the period between the purchase and export, except to the extent necessary to prepare the goods for export

Previous Step Submit

 The Declaration details are taken from the Business details of the Non-Registered Businesses currently held by the FTA.



EMARATAX

nonregistereduser@gmail.com

What are you looking for?

Home > Ahmad Khalid > Excise Tax > Excise 311 for Non-Registered Business Refund > Excise 311 for Non-Registered Business Refund

Excise 311 for Non-Registered Business Refund

| Name in English | Name in Arabic | Phone Number | Email ID |
|-----------------|----------------|--------------|--------------------------|
| Saeed Mohammad | سعيد محمد | +97690908886 | SAEED.MOHAMMAD@GMAIL.COM |

Declaration

First Name in English: Ahmad

Last Name in English: Khalid

First Name in Arabic: احمد

Last Name in Arabic: خالد

Country Code: +971 (United Arab Emirates)

Mobile Number: 090444969

Email ID: nonregistereduser@gmail.com

Submission Date: 21/05/2024

I hereby declare the below:

- I agree to submit additional documentary proof to support the Excise Refund request, if requested by the FTA.
- I agree to pay back my amount wrongfully obtained.
- I declare that all information provided by me is true, accurate and **(1)** best of my knowledge.
- I hereby confirm that goods are physically exported to outside the UAE.
- I confirm the goods are not used, neither in whole or in part, nor any modifications has been made to them in the period between the purchase and export, except to the extent necessary to prepare the goods for export

Previous Step Submit

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



The screenshot shows the 'Excise 311 for Non-Registered Business Refund' page. At the top, there is a navigation bar with 'Home', 'Ahmed Khalid', 'Excise Tax', and 'Excise 311 for Non-Registered Business Refund'. Below this is a table with user information:

| Name in English | Name in Arabic | Phone Number | Email ID |
|-----------------|----------------|--------------|--------------------------|
| Saeed Mohammad | سعيد محمد | +97690908886 | SAEED.MOHAMMAD@GMAIL.COM |

The 'Declaration' section contains several input fields:

- First Name in English: Ahmed
- Last Name in English: Khalid
- First Name in Arabic: [Empty]
- Last Name in Arabic: [Empty]
- Country Code: +971 (United Arab Emirates)
- Mobile Number: 090444969
- Email ID: nonregisterduser@gmail.com
- Submission Date: 21/05/2024

Below the fields, there is a checkbox labeled 'I hereby declare the below:' which is checked. Underneath are four bullet points:

- I agree to submit additional documentary proof to support the Excise Refund request, if requested by the FTA.
- I agree to pay back my amount wrongfully obtained.
- I declare that all information provided by me is true, accurate and as per best of my knowledge.
- I hereby, confirm that goods are physically exported to outside the UAE.
- I confirm the goods are not used, neither in whole or in part, nor any modifications has been made to them in the period between the purchase and export, except to the extent necessary to prepare the goods for export

At the bottom right, a red 'Submit' button is highlighted with a red circle containing the number 1. A 'Previous Step' button is visible at the bottom left.


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



The screenshot displays the EMARATAX user interface. At the top, the breadcrumb trail reads: Home > Ahmad Khalid > Excise Tax > Excise 311 for Non-Registered Business Refund > Excise 311 for Non-Registered Business Refund. The main heading is "Excise 311 for Non-Registered Business Refund". A central message states "Application Submitted Successfully" with a status indicator "In-Progress". Below this, the following details are listed:

- Applicant's Name : Ahmad Khalid
- Refund Application Number : 80300000253
- Date of Submission : 21 May 2024
- Requested Claim Amount : AED 12,250.00

On the left side, there is a graphic of a document with a checkmark. At the bottom, there is a "What Next" section with "Important Notes".

 You have successfully submitted the refund request. Make a note of the application number for future reference. You can also access this refund request from the Excise 311 for Non-registered Business Refunds tile within the Excise Tax module.



After submission of the refund request, the applicant receives the following correspondences:

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



Thank you