

# CORPORATE TAX REGISTRATION



Date: August 14, 2024



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# 01

# Corporate Tax Overview

# What is Corporate Tax?

Corporate tax (CT) is a form of direct tax levied on the net income or profit of corporations and other businesses. CT is sometimes also referred to as “Corporate Income Tax” or “Business Profits Tax” in other jurisdictions



# Reason for Corporate Tax in UAE



**Diversify Revenue Streams**



**Promote Economic Growth**



**Increase Government Revenue**

# Effective date

Effective for financial years starting on or after 1 June 2023.

Illustrative timetable for CT filing and payment deadlines			
Financial Year End	30 June	31 December	31 March
First Tax Period	1 July 2023 - 30 June 2024	1 January 2024 - 31 December 2024	1 April 2024 - 31 March 2025
CT return must be filed, and CT payment made, within nine (9) months of the tax period			
Filing and payment due date	31 March 2025	30 September 2025	31 December 2025

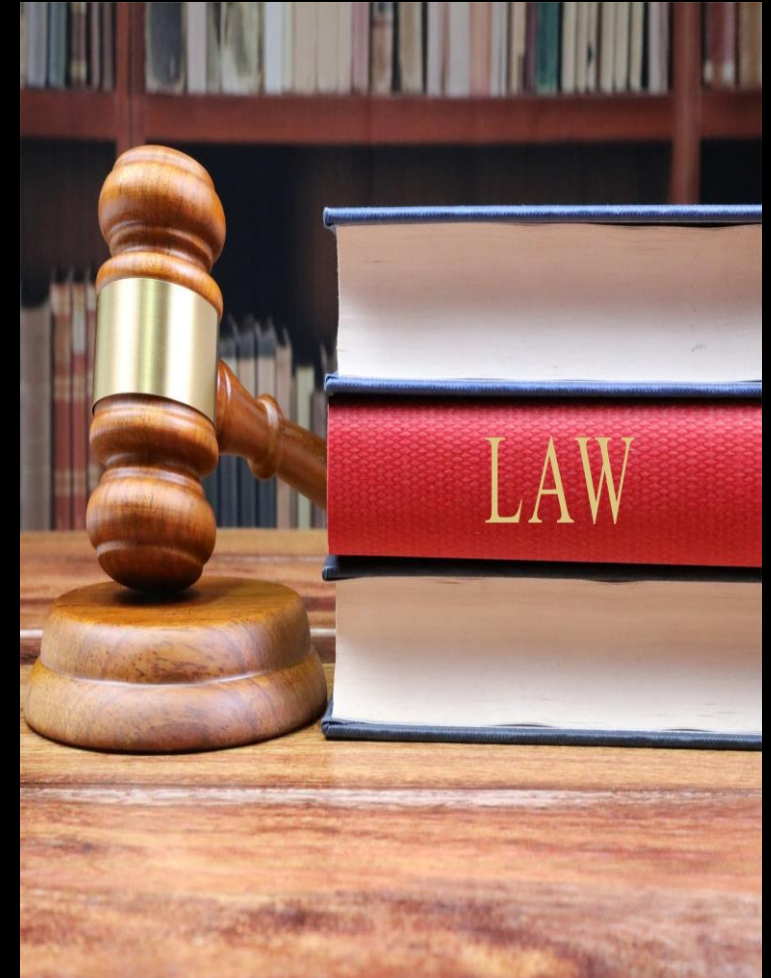
# 02

# Provisions Related to CT Registration

# Provision Related to Registration

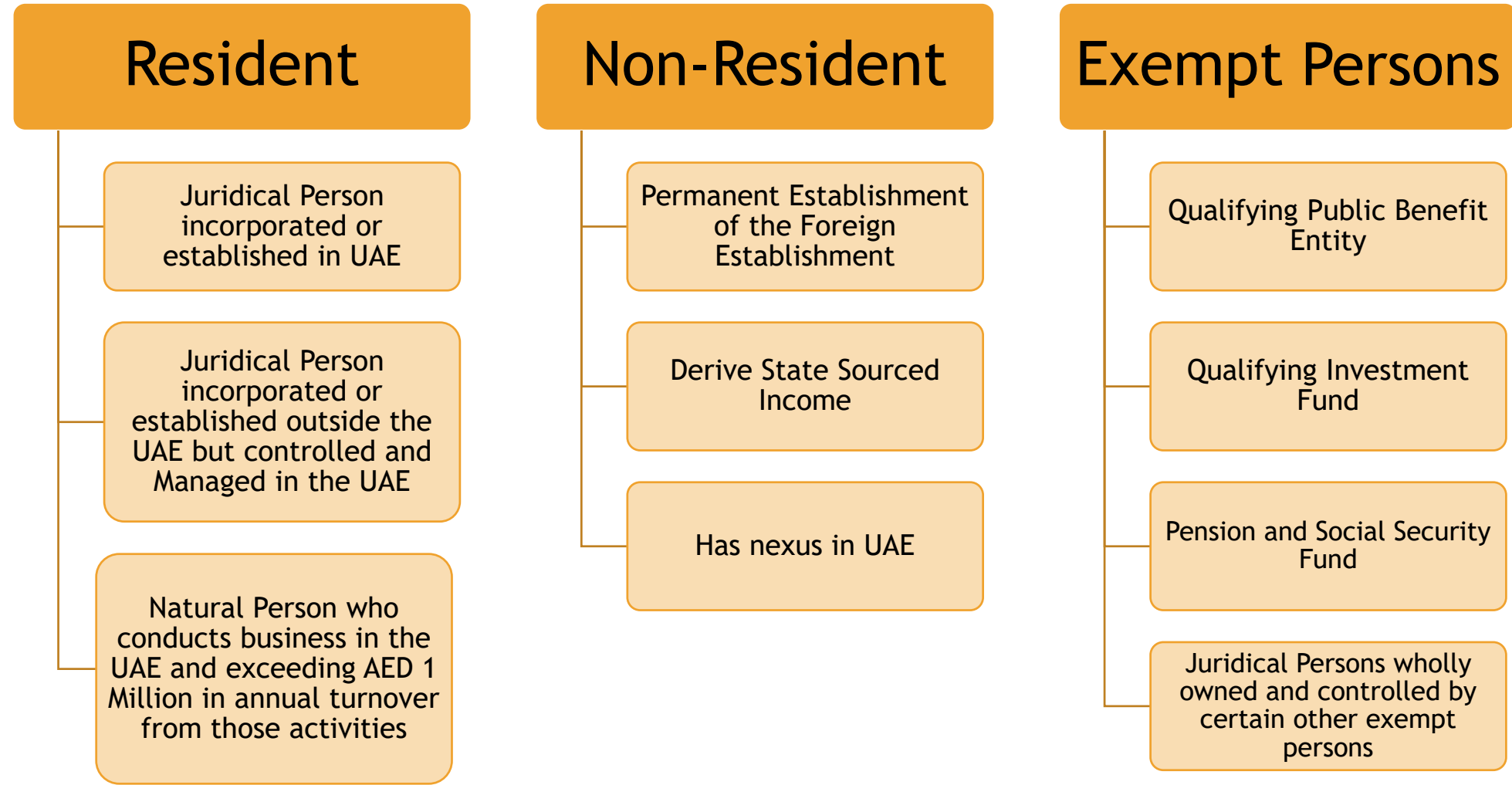
## As per Article 51 of the Federal Decree-Law No.47 of 2022

- Any Taxable Person shall register for Corporate Tax with the Authority in the form and manner and within the timeline prescribed by the Authority and obtain a TRN
- The Authority shall, at its discretion and based on information available to the Authority, have the ability to register a Person for Corporate Tax effective from the date the Person became a Taxable Person.





# Persons Required to be Registered



# ● Timeline for Registration

- A Resident Juridical Person incorporated before 1<sup>st</sup> March 2024 shall submit the tax registration application in accordance with the following table :

Date of License issuance irrespective of year of issuance	Deadline for submitting a Tax Registration application
1 January to 28/29 February	31 May 2024
1 March to 30 April	30 June 2024
1 May to 31 May	31 July 2024
1 June to 30 June	31 August 2024
1 July to 31 July	30 September 2024
1 August to 30 September	31 October 2024
1 October to 30 November	30 November 2024
1 December to 31 December	31 December 2024
No License before 1 <sup>st</sup> March 2024	3 Months from 1 <sup>st</sup> March 2024

- **A Resident Juridical Person** incorporated on or after 1<sup>st</sup> March 2024 shall submit the tax registration application in accordance with the following table :

Category of Juridical Person	Deadline for submitting a Tax Registration application
A person that is incorporated under the applicable legislation in the UAE	3 Months from the Date of Incorporation
A person that is incorporated under the applicable legislation of foreign jurisdiction that is effectively managed and controlled in the UAE	3 Months from the end of the financial year of the person

- **A Non-Resident Juridical Person** incorporated before 1<sup>st</sup> March 2024 shall submit the tax registration application in accordance with the following table :

Category of Juridical Person	Deadline for submitting a Tax Registration application
A person that has a Permanent Establishment in the State	9 Months from the date of existence of the Permanent Establishment
A person that has a nexus in the State	3 Months from the end of the financial year of the person

- **A Non-Resident Juridical Person** incorporated on or after 1<sup>st</sup> March 2024 shall submit the tax registration application in accordance with the following table :

Category of Juridical Person	Deadline for submitting a Tax Registration application
A person that has a Permanent Establishment in the State	6 Months from the date of existence of the Permanent Establishment
A person that has a nexus in the State	3 Months from the end of the financial year of the person

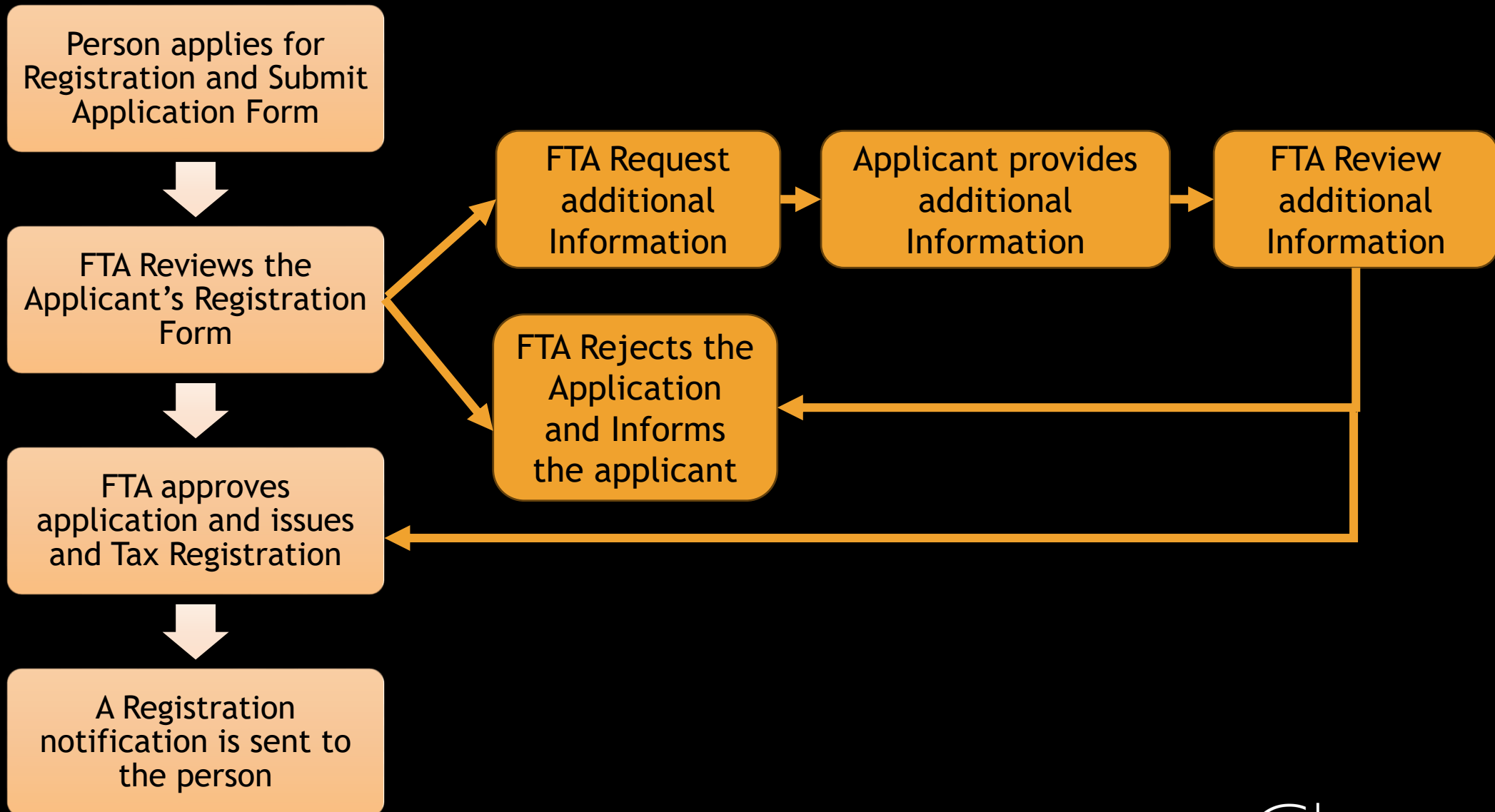
- A Natural person conducting a Business or Business Activity in the State shall submit the tax registration application in accordance with the following table :

Category of Juridical Person	Deadline for submitting a Tax Registration application
A Resident Person who is conducting a Business during the 2024 calendar year or subsequent years whose total Turnover derived in a Calendar year exceeds AED 1 Million in the relevant tax legislation	31 March of the Subsequent Calendar year
<b>A Non-Resident Person who is conducting a Business during the 2024 calendar year or subsequent years whose total Turnover derived in a Calendar year exceeds AED 1 Million in the relevant tax legislation</b>	3 Months from the date of meeting the requirements of being subject to tax

# 03

# CT Registration Process

# Flow Chart of CT Registration Process





# KEY DOCUMENTS REQUIRED

Documentation	Requirement
Trade License / Business License details (a copy to be uploaded)	Mandatory
Passport of the immediate owner who directly owns at least 25% of the shares of the juridical or Exempt Person (a copy of the photo page to be uploaded)	Mandatory if the owner is an individual
Emirates ID of the immediate owner who directly owns at least 25% of the shares of the juridical person (a copy of the front and back of the Emirates ID to be uploaded)	Mandatory if the owner is an individual and a UAE resident
Passport of authorized signatory (a copy of the photo page to be uploaded)	Mandatory
Emirates ID of authorized signatory (a copy of the front and back of the Emirates ID to be uploaded)	Mandatory if the authorized signatory is a UAE resident
Proof of authorization for the authorized signatory (either a copy of the power of attorney or memorandum of association to be uploaded)	Mandatory

# Steps in CT Registration

## Step 1: Log in to Emara Tax

Log in to the EmaraTax account using your login credentials or UAE Pass. If you do not have an EmaraTax account, you can sign up for an account by clicking the 'sign up' button.

The screenshot shows the EmaraTax login interface. On the left, a dark blue sidebar contains the text: "Don't have an account? If you do not already have an account with the FTA please signup here" with a "Sign Up" button, and "Got any question on the new system? Read the FAQs". The main content area is titled "Welcome to Federal Tax Authority EmaraTax" and "Login". It features two login options: "Login with your E-mail" and "Login with your Identity Solution". The "E-mail" login form includes fields for "E-mail Address" (abc64@web.com), "Password" (Welcome@123), and "Enter Security Code" (715568), with a "Login" button below. The "Identity Solution" section states: "A trusted digital identity solution for easy login to EmaraTax is being setup and would be enabled soon (Coming Soon)". The top of the page includes the Federal Tax Authority logo, a notification bell, a language selector set to "عربي", and font size controls (-A, A, +A). A link "Are you an existing e-Services user?" is also present.

## Step 2: Open the taxable person Dashboard

On successful login, the taxable person list screen is displayed. Select the Taxable Person from the list and click 'View' to open the dashboard.

The screenshot displays the Federal Tax Authority (FTA) website interface. At the top, there is a navigation bar with the FTA logo, user information (abc64@web.com), a search bar, and utility icons. The main content area is divided into two sections:

- Create New Taxable Person Profile:** This section contains a form with fields for 'Profile Name In English', 'Profile Name In Arabic', 'Preferred Language', and 'Preferred Communication Channel'. There is also an 'Upload Taxable Person Logo (Optional)' section with an 'Add' button and a file upload area. A 'Create' button is located at the bottom right of this section.
- Taxable Person List:** This section features a search bar and a list of three taxable persons: 'Company B', 'Company 1', and 'Company A'. Each entry has a 'View' button. The 'View' button for 'Company A' is highlighted with a red box and a yellow circle containing the number 1, indicating the step to be followed.

The footer contains the FTA logo, 'QUICK LINKS' (tax.gov.ae, Help Center, Glossary), 'OTHER LINKS' (What's New, FAQs, Contact Us, Inquiries and Complaints), and 'OUR LOCATION' (Emirates Property Investment Company Building, Abu Dhabi, U.A.E; Central Park Business Towers - DIFC, Dubai, U.A.E; 800 82923; info@tax.gov.ae). There are also logos for I71 TAWASUL UAE and a home button.

## Step 3: Open the CT Registration Form

- Click 'Register' on the Corporate Tax tile within the Taxable Person dashboard to initiate the Corporate Tax registration application.

The screenshot displays the Federal Tax Authority (FTA) portal interface. The browser address bar shows the URL: [https://cttaxpayer-sit.tax.ae/sap/bc/ui5\\_ui5/sap/zmcf\\_fmca/index.html?sap-client=400&sap-language=EN#/CTRequest/CTRN](https://cttaxpayer-sit.tax.ae/sap/bc/ui5_ui5/sap/zmcf_fmca/index.html?sap-client=400&sap-language=EN#/CTRequest/CTRN). The user is logged in as 'abc64@web.com'. The main dashboard area is titled 'Company A' and features a 'Required Actions' table with 'No data'. Below this is the 'Registration Overview' section, which includes five tiles: 'Value Added Tax', 'Tax Group', 'Excise Tax', 'Warehouse Keeper', and 'Corporate Tax Registration'. Each tile shows 'Not Registered' and a 'Register' button. The 'Corporate Tax Registration' tile is highlighted with a red border and a yellow circle containing the number '1', indicating the step to click the 'Register' button. The 'My Reports' section is visible at the bottom left.

- A screen will appear with guidelines and instructions. Read the guidelines and instructions for CT Registration and mark the checkbox to confirm and Click 'Start' to initiate the CT Registration application.

The screenshot shows the 'Corporate Tax Registration' page on the Federal Tax Authority website. The page is in Arabic and includes the following elements:

- Header:** Federal Tax Authority logo and name in Arabic and English. User profile 'abc64@web.com', search bar, and navigation icons (User Type, Arabic, zoom in/out).
- Breadcrumbs:** Home > Company A > Corporate Tax Registration
- Key Information Cards:**
  - No. of form sections: 5 sections
  - Expected time to complete this application: 30 minutes
  - Expected fees for this service: Free of charge
- Tutorial materials:**
  - Watch Video Tutorial
  - Download User Manual
  - Content will be available soon
- Required Documents:**
  - The following is designed to help you prepare the set of requirements that you should have to hand while completing the application form accurately:
  - A. In case of registrant is a Natural Person
    - Emirates ID / Passport of the Taxable person
  - B. In case of registrant is a Legal Person
    - Emirates ID / Passport of authorised signatory
    - Proof of authorization for the authorized signatory
  - Accepted file types are PDF, DOC and DOCX. The individual file size limit is 15MB.
- Service Details:**
  - About the Service: Use this service to register for CT and obtain a Tax Registration Number (TRN).
  - Eligibility Criteria
  - Service Steps
  - FAQs
- Confirmation:**  I confirm that I have read the above instructions and guidelines
- Buttons:** Back, Cancel, and Start (highlighted with a red box and a '1' in a yellow circle).

## Step 4: Fill out the CT Registration Form

The application is divided into several short sections which deal with various aspects of the registration process. The section you are currently in is highlighted in blue. Once you progress to the next section successfully, the previous section will be highlighted in green.

### Section 1: Entity Details

Select the Entity Type of your business from the list in the entity details section. Note that if you are already registered in VAT then select the same entity type from the drop-down list. After completing all the mandatory fields, click 'Next Step' to save and proceed to the 'Identification Details' section.

The screenshot shows the 'Corporate Tax Registration' form interface. The form is divided into five steps: 1. Entity Details (highlighted in blue), 2. Identification Details, 3. Contact Details, 4. Authorized Signatory, and 5. Review and Declaration. The 'Entity Details' section includes the following fields:

- Entity Type:** Legal Person
- Entity Sub-Type:** UAE Public Joint Stock Company
- Country of Registration/Incorporation:** (Empty)
- Date of Incorporation:** DD/MM/YYYY
- Corporate Tax Period:** (Empty)

Navigation buttons at the bottom include 'Previous Step', 'Cancel', 'Save as Draft', and 'Next Step'.

## Section 2: Identification Details

- Depending on the 'Entity Type' selected, you are required to provide the main trade license details in the identification details section.
- Click on 'Add Business Activities' to enter all the business activity information associated with the trade license.
- Enter the mandatory business activity information and click on Add.

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FEDERAL TAX AUTHORITY

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

Home > Company A > Corporate Tax Registration

### Corporate Tax Registration

1 Entity Details 2 Identification Details 3 Contact Details 4 Authorized Signatory 5 Review and Declaration

#### Identification Details

##### Main License Details

Trade License Issuing Authority	<input type="text" value="Dubai Academic City"/>	Trade License Number	<input type="text" value="DSFAV717"/>
License Issue Date	<input type="text" value="DD/MM/YYYY"/>	License Expiry Date	<input type="text" value="DD/MM/YYYY"/>
Legal Name in English	<input type="text"/>	Legal Name in Arabic	<input type="text"/>
Trade Name in English	<input type="text"/>	Trade Name in Arabic	<input type="text"/>

##### Business Activities Details

Primary Activity	Industry	Main Group	Sub-Group	Business Activities	Activity Code	Actions
No data						

[+ Add Business Activity](#)

Previous Step Cancel Save as Draft Next Step

- Click on 'Add Owners' to enter all the owners that have a 25% or more ownership in the entity being registered.
- Enter the mandatory owner information and click on Add.

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FEDERAL TAX AUTHORITY

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

Home > Company\_A > Corporate Tax Registration

### Corporate Tax Registration

Trade Name in English i Trade Name in Arabic i

Business Activities Details + Add Business Activity

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

Owners List

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

+ Add Owner 1

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

Local Branch Details

Previous Step Cancel Save as Draft Next Step



- Branch Details - Select 'Yes', if you have one or more branches, and add the local branch details. For each branch, enter the trade license details and associated business activities and owners list.
- After completing all mandatory fields, click 'Next Step' to save and proceed to the 'Contact Details' section.

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FEDERAL TAX AUTHORITY

abc64@web.com

What are you looking for?

User Type عربي -A A +A

Home > Company A > Corporate Tax Registration

### Corporate Tax Registration

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

#### Owners List

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

+ Add Owner

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

#### Local Branch Details

Do you have branches in UAE?

Yes  No

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

## Section 3: Contact Details

- Enter the registered address details of the business.
- If you have multiple addresses, provide details of the place where most of the day-to-day activities of the business are carried out.
- If you are a foreign business applying to register for UAE CT, you may choose to appoint a tax agent in the UAE. In such cases, provide the necessary details.
- After completing all mandatory fields, click 'Next Step' to save and proceed to the 'Authorized Signatory' section.

**Corporate Tax Registration**

1 Entity Details    2 Identification Details    3 **Contact Details**    4 Authorized Signatory    5 Review and Declaration

**Contact Details**

If you have a trade license in the UAE, please ensure that the address details that you enter are identical to the information on the trade license.  
For natural persons, enter the address details of your house.

Country United Arab Emirates	Building Name & Number Trade Center 1
Street Al Khafiji Street	Area ICD Brookfield
City Dubai	Emirate Dubai
Country Code +971 ( United Arab Emirates )	Country Code +971 ( United Arab Emirates )
Mobile Number 123456789	Landline Number 123456789
Email ID abc64@web.com	P.O. Box (Optional) 213

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

## Section 4: Authorized Signatory Details

- Click 'Add Authorized Signatory' to enter the Authorized Signatory details.
- After entering the required information for an Authorized Signatory, click 'Add'
- Evidence of Authorization may include a Power of Attorney or Memorandum of Association in the case of legal persons.

The screenshot shows the 'Authorized Signatory' form in the Federal Tax Authority system. The form is titled 'Authorized Signatory' and is displayed in a modal window. The user is logged in as 'abc64@web.com'. The form contains the following fields and sections:

- First Name in English:** Company
- Last Name in English:** A
- First Name in Arabic:** شركة
- Last Name in Arabic:** شركة
- Country Code:** +971 ( United Arab Emirates )
- Mobile Number:** 12345689
- Email ID:** abc64@web.com
- Designation:** Manager
- Is the authorized signatory a resident of the UAE?:** Yes (radio button), No (radio button, selected)
- Passport Number:** PA1234567
- Upload Copy of Passport:** Add/View() button, Drag files here area (Max file size: 15 MB, Formats: PDF, DOC, Max. No. of files : 3)
- Passport Issuing Country:** United Kingdom
- Passport Expiry Date:** 28/12/2035
- Source of Authorization:** Memorandum of Association
- Upload Memorandum of Association:** Add/View() button, Drag files here area (Max file size: 15 MB, Formats: PDF, DOC, Max No. of Files: 3)

The 'Add' button is highlighted with a red box and a yellow circle with the number '1' next to it, indicating the final step in the process. The bottom navigation bar includes 'Previous Step', 'Cancel', 'Save as Draft', and 'Next Step' buttons.

## Section 5: Review and Declaration

- After completing all mandatory fields, click 'Next Step' to save and proceed to the 'Review and Declaration' section.
- After carefully reviewing all of the information entered on the application, mark the checkbox to declare the correctness of the information provided in the application.
- Click 'Submit' to submit the Corporate Tax Registration application.

The screenshot shows the 'Corporate Tax Registration' application form. The form is divided into several sections:

- Company Information:** Country Code (+971), Landline Number (12345678), Country Code (+971), Mobile Number (123456789), Email ID (abc64@web.com), and P.O. Box (Optional) (213).
- Step 4: Authorized Signatory:** A table with columns for Name in English, Name in Arabic, ID Number, and Email ID. The entry is for 'Company A' with Arabic name 'شركة أ', ID 'PA1234567', and email 'abc64@web.com'. There is an 'Edit' button.
- Declaration:** Fields for First Name in English (ABC Web), Last Name in English (Test), First Name in Arabic, Last Name in Arabic (4329043), Country Code (+971), Mobile Number (789456415), and Email (ABC64@WEB.COM). The submission date is 29/12/2022.
- Declaration Statement:** A checkbox with the text: 'I declare that all information provided on this application is true, accurate and complete to the best of my knowledge and belief'.
- Navigation:** 'Previous Step' button, 'Cancel' button, 'Save as Draft' button, and 'Submit' button (highlighted with a red circle and the number 1).

# Post Application Submission

- After your application is submitted successfully, a Reference Number is generated for your submitted application. Note this reference number for future communication with FTA.
- Once the application is submitted, the FTA shall approve, reject or resubmit for additional information and notify the applicant accordingly.
- If the FTA requires any further details from you in order to assist with the verification of your application, you will receive an email notification setting out the information required from you.
- Once the FTA confirms acceptance of your application, you will be notified of the decision.
- The status of your application in the dashboard will be updated accordingly. You may check your application status in the dashboard from time to time.

04

# Challenges arises during CT Regn

# Challenge No. 1

In Section 1 - Entity type field, we have to mention the same Entity type that was mentioned in the VAT Registration Application. In case there is a change in the Entity's Legal Status or it is wrongly mentioned in the VAT Registration Application then we have to de-register the VAT and apply for a fresh Application with the correct legal Status and proceed with CT Registration.

## Example:

*A Foreign Company ABC LLP involved in trading Goods has opened a branch in Dubai. At the time of applying for VAT Registration, they mentioned legal status as "Incorporated" which is not correct and accepted by FTA. The actual status is "Branch of a Foreign Company".*

*In the given case, the branch should de-register and re-apply for VAT with the correct legal status. After it's done apply for the Corporate tax.*

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

### Legal Person

- UAE Public Joint Stock Company
- UAE Private Company (incl. an Establishment)
- UAE Partnership
- Foreign Company
- Club or Association or Society
- Trust
- Charity
- Foundation
- Federal Government Entity
- Emirate Government Entity
- Others

### Natural Person

- Individual
- Sole Proprietorship/Establishment or Civil Company
- Partner in a Partnership
- Other



## ● Challenge No.2

While filling out the Corporate Tax Application Form there are few fields that are auto-populated from VAT such as Address of the Company. If there is a contrast between the data auto-populating from VAT and actual data, then we must amend the VAT Registration, and once it's done, we need to proceed with CT Registration.

### Example:

*Company P involved in rendering IT Services has not updated the current address of the company in VAT and the same was auto-populating in the CT Registration Form.*

*In the given case, the company should amend the address in VAT and proceed with Corporate tax Registration.*

# Challenge No.3

Business Activities Categorization: Utmost care must be taken while selecting the Business Activity details from the drop-down list. It includes the following tabs: Industry, Main Group, Sub-Group, Business Activities, and Activity Code.

## Example:

*Company Y is involved in the Electrical Installation Business. In this case, the company has to select Business Activity as follows :*

*Industry : Construction*

*Main Group : Specialized Construction activities*

*Sub-Group : Electrical, Plumbing, and other construction installation activities*

*Business Activity : Electrical Installation*

## ● Challenge No.4

If a legal person holds 25% or more of the shareholding of the company registered in the UAE, we have to give the details of the legal person such as Trade License, License issuing authority, License no, etc.

### **What if a Legal Person is a Foreign Entity?**

In this case, we are not able to upload the trade license and update the license issuing authority as the options available are only for UAE authorities. The FTA would reject such an application due to inconsistent information. Currently, we have observed that FTA has been accepting the application if we give Foreign entity Registration no and update the license issuing authority as per the subsidiary details along with trade license of the subsidiary.

## Example:

Company XYZ is involved in trading FMCG products. The Shareholding pattern of the company is as follows :

30% Foreign Entity ABC LLC  
70% Natural Persons

While filling out the ownership details in the CT Registration Form, it asks to upload the commercial license of the Foreign Entity along with the name of the issuing authority. But the Foreign entity does not hold any UAE trading license and the dropdown list gives the list of only UAE Authorities.

In the given case, Company XYZ has to update the license issuing authority as per the subsidiary details along with trade license of the subsidiary.

# Challenge No.5

A Natural Person not crossing the threshold limit of AED 1 Million cannot Voluntarily apply for CT Registration. But still, if he applies, then his application will be rejected by FTA.



## FTA Officer:

" Dear Tax payer In Accordance with Cabinet decision 49 of 2023, On Specifying the Categories of Businesses or Business Activities Conducted by a Resident or Non-Resident Natural Person that are Subject to Corporate Tax, kindly note that you are not required to register as of now, however you are required to apply for registration whenever the circumstances stated in the previous article are met, including

1- Date of Becoming Subject to Corporate Tax in UAE. Date: .././....

2- Are you a resident person? Yes / No

3- Does the total Turnover derived from your Businesses or Business Activities exceeds AED 1,000,000 (one million United Arab Emirates dirhams) within a Gregorian calendar year (excluding: 1. Wage. 2. Personal Investment income. 3. Real Estate Investment income "without license" .? Yes / No

LESS

23/07/2024

# 05

# Obligation after CT Registration

# ● Obligation after CT Registration



**Filing the Return and paying the dues within 9 months of the end of their tax period**

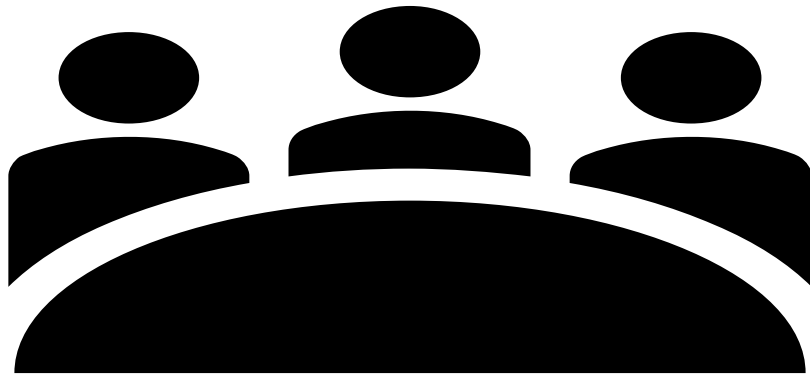


**Retaining all records and documents that support the tax position for a period of 7 years following the end of the tax period to which they relate**



**Ensuring all registration details are up to date and informing FTA of any changes within 20 business days to avoid administrative penalties**

# Q & A Session





# Thankyou



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