



دبي التجارية
DUBAI TRADE

Tariff amendment User's Manual

Copyright Information

Copyright © 2023 by Dubai Trade. All rights reserved. This document and all associated attachments mentioned therein are the intellectual property of Dubai Trade. This document shall be used only by persons authorized by DUBAI TRADE, for the purpose of carrying out their obligations under a specific contract with DUBAI TRADE. Unauthorized copying, printing, disclosure to third party and transmission of this document to any other destination by any media will constitute an unlawful act, attracting appropriate legal actions.

Control Document Notification

This is a controlled document. Unauthorized access, copying, replication and usage for a purpose other than for which this is intended are prohibited. This document is being maintained on electronic media. Any hard copies of it are uncontrolled and may not be the latest version. Ascertain the latest version available with DUBAI TRADE.



Table Designs

DOCUMENT DETAILS

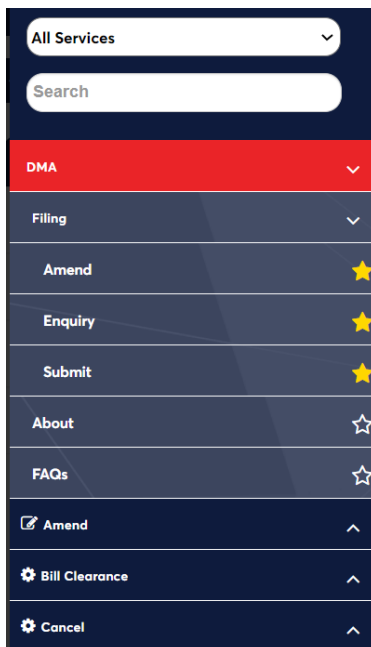
Document Name	Tariff Amendment
Project Name	DMA
Business Unit	DMA
Author(s)	DT Training Dept.
Last Updated Date	01/05/2023
Current Version	V 1.0

Introduction:

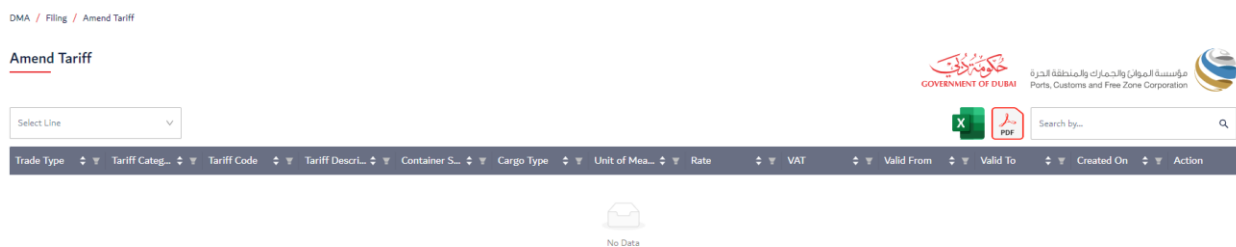
This manual is to walk you through the steps on amending the existing tariffs submitted as required by the Dubai Maritime Authority. For information on the eServices of submission of tariffs and enquiry of submitted tariffs, please be referred to their respective user manuals.

Navigation:

1. Login to **Dubai Trade**
2. Go to **DMA**
3. Then under **Filing** go to **Amend**



The below screen will be displayed





Procedure:

1. Select the line from the list of registered shipping line (if applicable)

DMA / Filing / Amend Tariff

Amend Tariff



Select Line























 Search by...

Tariff Code	Tariff Description	Container Size	Cargo Type	Unit of Measurement	Rate	VAT	Valid From	Valid To	Created On	Action
No Data										

2. List of submitted tariffs will be displayed

Amend Tariff



 Search by...

Trade Type	Tariff Category	Tariff Code	Tariff Description	Container Size	Cargo Type	Unit of Measurement	Rate	VAT	Valid From	Valid To	Created On	Action
Export	SERVICE - Overweight surch...	BL_IMP_02	Container overweight surchar...	All - Any container size	Out-of-gauge	Per Container		Standard rated - 5%	13-Mar-23		13-Mar-23	 
Export	SERVICE - Overweight surch...	IMP21	Container overweight surchar...	All - Any container size	Out-of-gauge	Per Container		Standard rated - 5%	12-Mar-23		22-Mar-23	 
Import	BOL - B/L fee	BL_0012	Bill of Lading Insurance charge	All - Any container size	Reefer	Per Document		Zero rated - 0%	17-Aug-22		17-Aug-22	 
Import	BOL - B/L fee	BL_0003	Bill of Lading Insurance charge	All - Any container size	Dry - General/RAK	Per Document		Standard rated - 5%	28-Jul-22		28-Jul-22	 
Import	BOL - B/L fee	BL_IMP_01	Bill of Lading Insurance charge	All - Any container size	Dry - General/RAK	Per Document		Standard rated - 5%	01-Feb-23		13-Mar-23	 
Import	BOL - B/L fee	BL_IMP_02	Bill of Lading Insurance charge	All - Any container size	Reefer	Per Document		Standard rated - 5%	13-Mar-23		13-Mar-23	 
Import	DO - D/O fee	DO_001	Delivery Order Insurance Char...	20	Reefer	Per Document		Standard rated - 5%	01-Jul-22		12-Jul-22	 
Import	DO - D/O fee	DO_002	Delivery Order Insurance Char...	40	Reefer	Per Document		Standard rated - 5%	01-Jul-22		12-Jul-22	 
Import	DO - D/O fee	DO_003	Delivery Order Insurance Char...	20	Dry - General/RAK	Per Document		Standard rated - 5%	01-Jul-22		12-Jul-22	 
Import	BOL - B/L fee	DO_006	Bill of Lading Insurance charge	All - Any container size	Dry - General/RAK	Per Document		Zero rated - 0%	26-Jul-22		26-Jul-22	 

1-10 of 11 items





User can filter/sort or search for key words by each column,





Trade Type	Tariff Cat...	Tariff Code	Tariff De...	Containe...	Cargo Ty...	Unit of ...	Rate	VAT	Valid From	Valid To	Created ...	Action
------------	---------------	-------------	--------------	-------------	-------------	-------------	------	-----	------------	----------	-------------	--------



User can download the report as excel or PDF format by clicking on file icons

Amend Tariff



 Search by...

Trade Type	Tariff Category	Tariff Code	Tariff Description	Container Size	Cargo Type	Unit of Measurement	Rate	VAT	Valid From	Valid To	Created On	Action
Export	SERVICE - Overweight surch...	BL_IMP_02	Container overweight surchar...	All - Any container size	Out-of-gauge	Per Container		Standard rated - 5%	13-Mar-23		13-Mar-23	 
Export	SERVICE - Overweight surch...	IMP21	Container overweight surchar...	All - Any container size	Out-of-gauge	Per Container		Standard rated - 5%	12-Mar-23		22-Mar-23	 

3. To Amend a Tariff entry click on



Amend Tariff

Trade Type	Tariff Category	Tariff Code	Tariff Description(Std.)	Container Size	Cargo Type	Unit of Measurement	Rate	VAT	Valid From	Valid To	Created On	Action
Export	SERVICE - Overweight surch...	BL_IMP_02	Container overweight surchar...	All - Any container size	Out-of-gauge	Per Container		Standard rated - 5%	13-Mar-23		13-Mar-23	
Export	SERVICE - Overweight surch...	IMP21	Container overweight surchar...	All - Any container size	Out-of-gauge	Per Container		Standard rated - 5%	12-Mar-23		22-Mar-23	
Import	BOL - B/L fee	BL_0012	Bill of Lading issuance charge	All - Any container size	Reefer	Per Document		Zero rated - 0%	17-Aug-22		17-Aug-22	
Import	BOL - B/L fee	BL_003	Bill of Lading issuance charge	All - Any container size	Dry - General/FAK	Per Document		Standard rated - 5%	26-Jul-22		26-Jul-22	
Import	BOL - B/L fee	BL_IMP_01	Bill of Lading issuance charge	All - Any container size	Dry - General/FAK	Per Document		Standard rated - 5%	01-Feb-23		13-Mar-23	
Import	BOL - B/L fee	BL_IMP_02	Bill of Lading issuance charge	All - Any container size	Reefer	Per Document		Standard rated - 5%	13-Mar-23		13-Mar-23	
Import	DO - D/O fee	DO_001	Delivery Order issuance Char...	20	Reefer	Per Document		Standard rated - 5%	01-Jul-22		12-Jul-22	
Import	DO - D/O fee	DO_002	Delivery Order issuance Char...	40	Reefer	Per Document		Standard rated - 5%	01-Jul-22		12-Jul-22	
Import	DO - D/O fee	DO_003	Delivery Order issuance Char...	20	Dry - General/FAK	Per Document		Standard rated - 5%	01-Jul-22		12-Jul-22	
Import	BOL - B/L fee	DO_006	Bill of Lading issuance charge	All - Any container size	Dry - General/FAK	Per Document		Zero rated - 0%	26-Jul-22		26-Jul-22	

1-10 of 11 items < 1 2 >

4. Tariff and Rate details will be displayed, user can amend the details and click on “Submit”, to discard all changes user can click on “Back”

Amend Tariff

Line

Trade Type

Export

Tariff Description(Non-Std)

Text1234567

Container Size

All - Any container size

VAT

Standard rated - 5%

Tariff Category

SERVICE - Overweight surcharge

Tariff Code

IMP21

Cargo Type

Out-of-gauge

Remarks

Tariff Description(Std)

Container overweight surcharge

Unit Of Measurement

Per Container

Currency

AED

Rate Details

Valid From	Valid To	Slab	Slab Variable Description	Rate	Operation
12-Mar-23		Multiple	Per Container		

BACK

SUBMIT



“Tariff Type”, “Tariff Category”, “Tariff Description (Std.)”, “Line Tariff Code” and “Container Size” are non-modifiable



In case of an amendment to the Rate Details, “Valid From” is non-modifiable

5. To Delete a Tariff entry click on



Amend Tariff

Trade Type	Tariff Category	Tariff Code	Tariff Description(S...	Container Size	Cargo Type	Unit of Measurement	Rate	VAT	Valid From	Valid To	Created On	Action
Export	SERVICE - Overweight surch...	BL_IMP_02	Container overweight surchar...	All - Any container size	Out-of-gauge	Per Container		Standard rated - 5%	13-Mar-23		13-Mar-23	
Export	SERVICE - Overweight surch...	IMP21	Container overweight surchar...	All - Any container size	Out-of-gauge	Per Container		Standard rated - 5%	12-Mar-23		22-Mar-23	
Import	BOL - B/L fee	BL_0012	Bill of Lading issuance charge	All - Any container size	Reefer	Per Document		Zero rated - 0%	17-Aug-22		17-Aug-22	
Import	BOL - B/L fee	BL_003	Bill of Lading issuance charge	All - Any container size	Dry - General/PAK	Per Document		Standard rated - 5%	28-Jul-22		28-Jul-22	
Import	BOL - B/L fee	BL_IMP_01	Bill of Lading issuance charge	All - Any container size	Dry - General/PAK	Per Document		Standard rated - 5%	01-Feb-23		13-Mar-23	
Import	BOL - B/L fee	BL_IMP_02	Bill of Lading issuance charge	All - Any container size	Reefer	Per Document		Standard rated - 5%	13-Mar-23		13-Mar-23	
Import	DO - D/O fee	DO_001	Delivery Order Issuance Char...	20	Reefer	Per Document		Standard rated - 5%	01-Jul-22		12-Jul-22	
Import	DO - D/O fee	DO_002	Delivery Order Issuance Char...	40	Reefer	Per Document		Standard rated - 5%	01-Jul-22		12-Jul-22	
Import	DO - D/O fee	DO_003	Delivery Order Issuance Char...	20	Dry - General/PAK	Per Document		Standard rated - 5%	01-Jul-22		12-Jul-22	
Import	BOL - B/L fee	DO_006	Bill of Lading issuance charge	All - Any container size	Dry - General/PAK	Per Document		Zero rated - 0%	26-Jul-22		26-Jul-22	

1-10 of 11 items < 1 2 >

6. Enter Remarks and click on **“Submit”**, Tariff will be deleted successfully

Delete Tariff

Please enter remarks below and submit to delete the record:

Line Tariff Code: BL_001

* Remarks:

0 / 1000

CANCEL

SUBMIT

www.dubaitrade.ae