

JAFZA RTA Letter Request User's Manual

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RTA Letter Request

DOCUMENT DETAILS

Document Name	RTA (Road and Transport Authority) Letter Request
Project Name	
Business Unit	JAFZA
Author(s)	DT Training Dept.
Last Updated Date	5 th September 2022
Current Version	2.0

This service enables users to request for Letter / NOC for JAFZA Company's and JAFZA Employees addressed to RTA (Road & Transport Authority).

Navigation:

- 1. Login to Dubai Trade
- 2. Go to RTA Letters
- 3. Then go to RTA Letter Request Approval

All Services	~
rta l	x
🗘 RTA Letters	× 1
RTA Letter Request - Approval	☆

4. The below screen will be displayed where you can select the required Letter or **Search** for SR.

es of RTA Letters	
Boat New Registration	RTA Advertisement New Logo
Cancel Vehicle Reg	RTA Advertisement Renew Logo
Change Company Name	RTA Change Plate Number
Clearance Letter	RTA Transfer Plate Number
Driving License Letter	Tejari Cancel Registration
Export Vehicle	Tejari New Registration
Heavy Vehicle Reg (New)	Tejari Renew Registration
Heavy Vehicle Reg (Renew)	Tejari Replace Registration
Light Vehicle Reg (New)	Tourist Letter
Light Vehicle Reg (ReNew)	Trailer Registration (New)
Motorcycle New Registration	Trailer Registration (Renew)
Motorcycle Renew Registration	Transfer Registration
Open RTA File (New Companies)	
SR Number	Select Status v Search
SK Number	Select Status
SR Number SR Type	Status Creation Date Last Update Date Actions

5. Select the Letter / NOC Required

Boat New Registration	RTA Advertisement New Logo
Cancel Vehicle Reg	RTA Advertisement Renew Logo
Change Company Name	RTA Change Plate Number
Clearance Letter	RTA Transfer Plate Number
Driving License Letter	Tejari Cancel Registration
Export Vehicle	Tejari New Registration
Heavy Vehicle Reg (New)	Tejari Renew Registration
Heavy Vehicle Reg (Renew)	Tejari Replace Registration
Light Vehicle Reg (New)	Tourist Letter
Light Vehicle Reg (ReNew)	Trailer Registration (New)
Motorcycle New Registration	Trailer Registration (Renew)
Motorcycle Renew Registration	Transfer Registration
Open RTA File (New Companies)	

6. Click Create New Request

1 - 1					
🗹 Edit SR 🗈 Upload Document					
Cancel SR					
Update Address View SR Details					
Update Address View SR Details					
	Select Status	v	Search		
• View SR Details	Select Status	v	Search		

7. Enter the details and click Save and Continue

Open RTA File (New Companies)		
1	(2)	3
Service Request	Summary	Payment Confirmation
 Click on Save and Continue to save the Approval/Submitted to Freezone. 	ne RTA Letter. Once you have entered atleast the mandatory informati request. Saved requests can be retrieved later using Search, modified as an attachment to company's registered email account in PDF f ent by SMS to given mobile number.	if needed and Submitted for
Company Id 11265 Mobile Number * <i>05xxxxxxx</i>	Request Reason	
L		Save and Continue

8. Review the details and click Confirm and Continue

fza Open RTA File (New Companies)		Back
\bigcirc	2	3
Service Request	Summary	Payment Confirmation
① Details of the selected request are given below.		
Company Name: International FZE		SR Number: 20040515
Mobile Number 050000000		
		• P
		Edit
		Confirm and Continue

9. Click Submit to FreeZone

Open RTA File (New Companies)			
		 Image: A start of the start of	3
Service Request	Si	ummary	Payment Confirmation
Use this page to re-confirm the details entered for a request. Click on the Submit to Freezone button to initiate the request Click on the back button to go to request Overview page.		ou can either:	
Please re-confirm the following details before	forwarding to F7 Admin_Clic		
Please re-confirm the following details before portal balance.	forwarding to FZ Admin. Clic		
		Total Charge Amount:	210.50 AED
portal balance. Current Balance Amount			
portal balance. Current Balance Amount (Deposit minus amount reserved for submitted re		Total Charge Amount:	210.50 AED
portal balance. Current Balance Amount (Deposit minus amount reserved for submitted re		Total Charge Amount: Total VAT Amount:	210.50 AED 0.50 AED

The below confirmation will be displayed

Open RTA File (New Co	ompanies)		J Ba
Service Request	5	ummary	Bayment Confirmation
Service Request		anna y	,
Your request has been same.	forwarded to the Free Zone for processing. A c	harge of 210.50 AED and VAT amount 0	.50 AED has been reserved for the
		1	
SR Number 20040515	Customer International FZE	Status Submitted to Fr	ree Zone

Procedure:

I. Boat New Registration – This is to request for a Letter / NOC from JAFZA for the employee to register a Boat with RTA.

Select Boat New Registration

Boat New Registration	RTA Advertisement New Logo
Cancel Vehicle Reg	RTA Advertisement Renew Logo
Change Company Name	RTA Change Plate Number
Clearance Letter	RTA Transfer Plate Number
Driving License Letter	Tejari Cancel Registration
Export Vehicle	Tejari New Registration
Heavy Vehicle Reg (New)	Tejari Renew Registration
Heavy Vehicle Reg (Renew)	Tejari Replace Registration
Light Vehicle Reg (New)	Tourist Letter
Light Vehicle Reg (ReNew)	Trailer Registration (New)
Motorcycle New Registration	Trailer Registration (Renew)
Motorcycle Renew Registration	Transfer Registration
Open RTA File (New Companies)	

The below page will be displayed

1		2	3
Service Request		Summary	Payment Confirmation
① Use this page to create/modify a re	quest for the RTA Letter. Once you have enter	ed atleast the mandatory information, you can	4
 Click on Save and Continue t Jafza e-Signature Letters w 	o save the request. Saved requests can be ret ill be send as an attachment to company's	rieved later using Search, modified if needed ar registered email account in PDF format. The	nd Submitted for Approval/Submitted to Freezone. e document is password protected and Password (EDV number)
will be sent by SMS to give	n mobile number.		
Company Name: Internatio	nal FZE		
Company Id	11265		
Company ld Mobile Number *			
Mobile Number *	05xxxxxxxx		
Mobile Number * Employee Number *			
Mobile Number *	05xxxxxxxx		
Mobile Number * Employee Number *	05xxxxxxxx		
Mobile Number * Employee Number *	05xxxxxxxx		
Mobile Number * Employee Number *	05xxxxxxxx		

II. Cancel Vehicle Registration – This is to request for a Letter / NOC from JAFZA for the company to Cancel Registered Vehicles of the Company with RTA.

Select Cancel Vehicle Registration

- Boat New Registration
- Cancel Vehicle Reg Change Company Name Clearance Letter Driving License Letter Export Vehicle Heavy Vehicle Reg (New) Heavy Vehicle Reg (Renew) Light Vehicle Reg (New) Light Vehicle Reg (ReNew) Motorcycle New Registration Motorcycle Renew Registration Open RTA File (New Companies)

RTA Advertisement New Logo RTA Advertisement Renew Logo RTA Change Plate Number RTA Transfer Plate Number Tejari Cancel Registration Tejari New Registration Tejari Renew Registration Tejari Replace Registration Tourist Letter Trailer Registration (New) Trailer Registration (Renew) Transfer Registration

The below page will be displayed

za Cancel Vehicle Reg			
1		2	3
Service Request		Summary	Payment Confirmation
 Click on Save and Con Approval/Submitted to Jafza e-Signature Let 	tinue to save the request. Save o Freezone.	. Once you have entered atleast the mandatory information, id requests can be retrieved later using Search, modified if n iment to company's registered email account in PDF forr to given mobile number.	eeded and Submitted for
Company Name: Inte Company Id Chassis Number *	ernational FZE 11265	Request Reason	
Mobile Number *	05хххххххх		

III. Change Company Name – This is to request for a Letter / NOC from JAFZA for the company to change the name of the company with RTA.

Select Change Company Name

Boat New Registration Cancel Vehicle Reg Change Company Name Clearance Letter Driving License Letter Export Vehicle Heavy Vehicle Reg (New) Heavy Vehicle Reg (Renew) Light Vehicle Reg (New) Light Vehicle Reg (ReNew) Motorcycle New Registration Motorcycle Renew Registration Open RTA File (New Companies) RTA Advertisement New Logo RTA Advertisement Renew Logo RTA Change Plate Number RTA Transfer Plate Number Tejari Cancel Registration Tejari New Registration Tejari Renew Registration Tourist Letter Trailer Registration (New) Trailer Registration (Renew) Transfer Registration

The below page will be displayed

a Change Company Na	me		<i>,</i>
1		2	3
Service Request		Summary	Payment Confirmation
Approval/Submitted to • Jafza e-Signature Lett and Password (EDV nu	Freezone.	d requests can be retrieved later using Search, modified if need iment to company's registered email account in PDF format to given mobile number.	
Company Id	11265	Request Reason	
Mobile Number *	05xxxxxxxx		
Mobile Number *	05xxxxxxx		
Mobile Number *	Ο5χαχαραχ		

IV. Clearance Letter – This is to request for a Letter / NOC from JAFZA to request for a Clearance Letter from RTA.

Select Clearance Letter

Boat New Registration Cancel Vehicle Reg Change Company Name Clearance Letter Driving License Letter Export Vehicle Heavy Vehicle Reg (New) Heavy Vehicle Reg (Renew) Light Vehicle Reg (New) Light Vehicle Reg (ReNew) Motorcycle New Registration Motorcycle Renew Registration Open RTA File (New Companies) RTA Advertisement New Logo RTA Advertisement Renew Logo RTA Change Plate Number RTA Transfer Plate Number Tejari Cancel Registration Tejari New Registration Tejari Renew Registration Tejari Replace Registration Tourist Letter Trailer Registration (New) Trailer Registration (Renew) Transfer Registration

The below page will be displayed

1		2	3
Service Request		Summary	Payment Confirmation
①Use this page to create/modif	y a request for the RTA Lette	er. Once you have entered atleast the mandatory information,	you can :
Approval/Submitted to • Jafza e-Signature Lett and Password (EDV nu	Freezone.	ed requests can be retrieved later using Search, modified if no chment to company's registered email account in PDF form 5 to given mobile number.	
Company Id	11265	Request Reason	
	11265 <i>05xxxxxxxxx</i>	Request Reason	
Company Id		Request Reason	
Company Id		Request Reason	
Company Id		Request Reason	

V. Driving License Letter – This is to request for a Letter / NOC from JAFZA for the employee to register for a new or renew their Driving License with RTA.

Select Driving License Letter

Boat New Registration Cancel Vehicle Reg Change Company Name Clearance Letter Driving License Letter Export Vehicle Heavy Vehicle Reg (New) Heavy Vehicle Reg (Renew) Light Vehicle Reg (New) Light Vehicle Reg (ReNew) Motorcycle New Registration Motorcycle Renew Registration Open RTA File (New Companies) RTA Advertisement New Logo RTA Advertisement Renew Logo RTA Change Plate Number RTA Transfer Plate Number Tejari Cancel Registration Tejari New Registration Tejari Renew Registration Tejari Replace Registration Tourist Letter Trailer Registration (New) Trailer Registration (Renew) Transfer Registration

The below page will be displayed

a Driving License Letter			
1			3
Service Request		Summary	Payment Confirmation
① Use this page to create/modify a re	quest for the RTA Letter. Once you have	e entered atleast the mandatory information, you can :	
 Click on Save and Continue to Jafza e-Signature Letters w will be sent by SMS to give 	ill be send as an attachment to comp	be retrieved later using Search, modified if needed and Submitted for <i>J</i> any's registered email account in PDF format. The document is pas	Approval/Submitted to Freezone. sword protected and Password (EDV number
Company Name: Internatio	nal FZE		
Company Id	11265	Request Reason	
Driving License *	Search and Select 🔹		
Mobile Number *	05хххххххх		
Employee Number *	Q		
Employee Number * Applicable Countries	Q Search and Select 💌		
100			
Applicable Countries	Search and Select 🔻		

VI. Export Vehicle – This is to request for a Letter / NOC from JAFZA for the company to Export Company Vehicle to another Country.

Select Export Vehicle

Boat New Registration Cancel Vehicle Reg Change Company Name Clearance Letter Driving License Letter Export Vehicle Heavy Vehicle Reg (New) Heavy Vehicle Reg (Renew) Light Vehicle Reg (New) Light Vehicle Reg (ReNew) Motorcycle New Registration Motorcycle Renew Registration Open RTA File (New Companies) RTA Advertisement New Logo RTA Advertisement Renew Logo RTA Change Plate Number RTA Transfer Plate Number Tejari Cancel Registration Tejari New Registration Tejari Renew Registration Tourist Letter Trailer Registration (New) Trailer Registration (Renew) Transfer Registration

The below page will be displayed

1		2	3
Service Request		Summary	Payment Confirmation
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		d requests can be retrieved later using Search, modified if nee	ded and Submitted for
Approval/Submitted to Jafza e-Signature Let		ment to company's registered email account in PDF forma	t. The document is password protect
	number) will be sent by SMS t		
Company Name: Int	ernational FZE		
Company Name:	ernational FZE		
Company Name: Int	[10] A. M. Martin, M. K. K. Sanakara, M. K. K. K. Sanakara, M. K. K. Sanakara, M. Sanakara, K. Sanakara, K. Sanakara, K. Sanakara, K. Sanakara, K. Sanakara, K. Sanakara, K. Sanakara, K. Sanakara, K. Sanakara, K. Sanakara, K. Sanakara, K. Sanakara, K. Sanakara, K. Sanakara, Sanakara, Sanakara, K. Sanakara, Sanakara, K. Sanakar	Request Reason	
	11265	Request Reason	
Company Id	11265	Request Reason	
Company Id Chassis Number * Mobile Number *	11265 05xxxxxxx	Request Reason	
Company Id Chassis Number *	11265 05xxxxxxx	Request Reason	
Company Id Chassis Number * Mobile Number *	11265 05xxxxxxx	Request Reason	

VII. Heavy Vehicle Registration (New) – This is to request for a Letter / NOC from JAFZA for the company to register a New Heavy Vehicle with RTA.

Select Heavy Vehicle Registration (New)

Boat New Registration Cancel Vehicle Reg Change Company Name Clearance Letter Driving License Letter Export Vehicle Heavy Vehicle Reg (New) Heavy Vehicle Reg (Renew) Light Vehicle Reg (New) Light Vehicle Reg (ReNew) Motorcycle New Registration Motorcycle Renew Registration RTA Advertisement New Logo RTA Advertisement Renew Logo RTA Change Plate Number RTA Transfer Plate Number Tejari Cancel Registration Tejari New Registration Tejari Renew Registration Tourist Letter Trailer Registration (New) Trailer Registration (Renew) Transfer Registration

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a Heavy Vehicle Reg (New)			
1	2	3	(4)
Service Request	Upload Document	Summary	Payment Confirmati
Click on Save and Continue to	usest for the RTA Letter. Once you have entered atleas o save the request. Saved requests can be retrieved lat I be send as an attachment to company's registere mobile number.	er using Search, modified if needed and Submit	tted for Approval/Submitted to Freezone. nt is password protected and Password (EDV number
Company Name: Internatio			
Company Id Chassis Number *	11265	Greater than 7 ton *	Search and Select 🔹
Request Reason		Mobile Number *	О5хххххххх
		Jafza Comments	

VIII. Heavy Vehicle Registration (Renew) – This is to request for a Letter / NOC from JAFZA for the company to renew the registration of Company Heavy Vehicle with RTA.

Select Heavy Vehicle Registration (Renew)

Boat New Registration Cancel Vehicle Reg Change Company Name Clearance Letter Driving License Letter Export Vehicle Heavy Vehicle Reg (New) Heavy Vehicle Reg (Renew) Light Vehicle Reg (ReNew) Light Vehicle Reg (ReNew) Motorcycle New Registration Motorcycle Renew Registration RTA Advertisement New Logo RTA Advertisement Renew Logo RTA Change Plate Number RTA Transfer Plate Number Tejari Cancel Registration Tejari New Registration Tejari Renew Registration Tejari Replace Registration Tourist Letter Trailer Registration (New) Trailer Registration (Renew) Transfer Registration

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za Heavy Vehicle Reg (Renew)			Ба
1		2	3
Service Request		Summary	Payment Confirmation
Click on Save and Continue to	save the request. Saved request Il be send as an attachment to	u have entered atleast the mandatory information, you can : s can be retrieved later using Search, modified if needed and Submit company's registered email account in PDF format. The document	tted for Approval/Submitted to Freezone. nt is password protected and Password (EDV number)
Company Name: Internation		Mobile Number *	
Chassis Number *	11205		05xxxxxxxx
Request Reason		Jafza Comments	
2			

IX. Light Vehicle Registration (New) – This is to request for a Letter / NOC from JAFZA for the company to register a New Light Vehicle with RTA.

Select Light Vehicle Registration (New)

Boat New Registration Cancel Vehicle Reg Change Company Name Clearance Letter Driving License Letter Export Vehicle Heavy Vehicle Reg (New) Heavy Vehicle Reg (Renew) Light Vehicle Reg (New) Light Vehicle Reg (ReNew) Motorcycle New Registration Motorcycle Renew Registration Open RTA File (New Companies) RTA Advertisement New Logo RTA Advertisement Renew Logo RTA Change Plate Number RTA Transfer Plate Number Tejari Cancel Registration Tejari New Registration Tejari Renew Registration Tejari Replace Registration Tourist Letter Trailer Registration (New) Trailer Registration (Renew) Transfer Registration

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Service Request		Summary	Payment Confirmation
 Click on Save and Cont Approval/Submitted to Jafza e-Signature Let and Password (EDV n 	tinue to save the request. Saved rec Freezone. ters will be send as an attachmen umber) will be sent by SMS to gi	e you have entered atleast the mandatory information, you quests can be retrieved later using Search, modified if need at to company's registered email account in PDF format ven mobile number.	ed and Submitted for
Company Name: Inte	ernational FZE		
Company Name: Inte Company Id Chassis Number *		Request Reason	
Company Id		Request Reason	
Company Id Chassis Number *	11265	Request Reason	

X. Light Vehicle Registration (Renew) – This is to request for a Letter / NOC from JAFZA for the company to renew the registration of Company Light Vehicle with RTA.

Select Light Vehicle Registration (Renew)

Boat New Registration Cancel Vehicle Reg Change Company Name Clearance Letter Driving License Letter Export Vehicle Heavy Vehicle Reg (New) Heavy Vehicle Reg (Renew) Light Vehicle Reg (New) Light Vehicle Reg (ReNew) Motorcycle New Registration Motorcycle Renew Registration Open RTA File (New Companies) RTA Advertisement New Logo RTA Advertisement Renew Logo RTA Change Plate Number RTA Transfer Plate Number Tejari Cancel Registration Tejari New Registration Tejari Renew Registration Tejari Replace Registration Tourist Letter Trailer Registration (New) Trailer Registration (Renew) Transfer Registration

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za Light Vehicle Reg (Re	eNew)		
1		2	3
Service Request		Summary	Payment Confirmation
Approval/Submitted to Jafza e-Signature Let and Password (EDV n	o Freezone.	uests can be retrieved later using Search, modified if neec t to company's registered email account in PDF format ren mobile number.	
Company Id Chassis Number *	11265	Request Reason	
	11265 05xxxxxxxx	Request Reason	
Chassis Number *		Request Reason	

XI. Motorcycle New Registration – This is to request for a Letter / NOC from JAFZA for the company to register a New Motorcycle with RTA.

Select Motorcycle New Registration

Boat New Registration Cancel Vehicle Reg Change Company Name Clearance Letter Driving License Letter Export Vehicle Heavy Vehicle Reg (New) Heavy Vehicle Reg (Renew) Light Vehicle Reg (ReNew) Light Vehicle Reg (ReNew) Motorcycle New Registration Motorcycle Renew Registration Open RTA File (New Companies) RTA Advertisement New Logo RTA Advertisement Renew Logo RTA Change Plate Number RTA Transfer Plate Number Tejari Cancel Registration Tejari New Registration Tejari Renew Registration Tejari Replace Registration Tourist Letter Trailer Registration (New) Trailer Registration (Renew) Transfer Registration

The below page will be displayed

1 ———		2	3
Service Request		Summary	Payment Confirmation
Use this page to create/mod	ify a request for the RTA Letter. On	ce you have entered atleast the mandatory information, yo	u can :
		quests can be retrieved later using Search, modified if need	led and Submitted for
	tters will be send as an attachme	nt to company's registered email account in PDF format	t. The document is password protecte
and Password (EDV n	umber) will be sent by SMS to g	iven mobile number.	
Company Name:	ernational FZE		
Company Name:	ernational FZE		
Company Id	11265	Request Reason	
	11265	Request Reason	
Company Id	11265	Request Reason	
Company Id Chassis Number *	11265	Request Reason	
Company Id Chassis Number *	11265	Request Reason	

XII. Motorcycle Renew Registration – This is to request for a Letter / NOC from JAFZA for the company to renew the registration of Company Motorcycle with RTA.

Select Motorcycle Renew Registration

Boat New Registration Cancel Vehicle Reg Change Company Name Clearance Letter Driving License Letter Export Vehicle Heavy Vehicle Reg (New) Heavy Vehicle Reg (Renew) Light Vehicle Reg (New) Light Vehicle Reg (ReNew) Motorcycle New Registration Motorcycle Renew Registration RTA Advertisement New Logo RTA Advertisement Renew Logo RTA Change Plate Number RTA Transfer Plate Number Tejari Cancel Registration Tejari New Registration Tejari Renew Registration Tourist Letter Trailer Registration (New) Trailer Registration (Renew) Transfer Registration

The below page will be displayed

a Motorcycle Renew R	egistration		, F
1		2	3
Service Request		Summary	Payment Confirmation
 Click on Save and Con Approval/Submitted to Jafza e-Signature Let and Password (EDV n 	tinue to save the request. Saved re p Freezone.	nce you have entered atleast the mandatory information, yo equests can be retrieved later using Search, modified if nee ent to company's registered email account in PDF forma given mobile number.	ded and Submitted for
Company Id Chassis Number *	11265	Request Reason	
Mobile Number *	05хххххххх		
Mobile Number *	05χοχοχοχοχ		

XIII. Open RTA File (New Companies) – This is to request for a Letter / NOC from JAFZA for the company to open a new File with RTA.

Select Open RTA File (New Companies)

Boat New Registration Cancel Vehicle Reg Change Company Name Clearance Letter Driving License Letter Export Vehicle Heavy Vehicle Reg (New) Heavy Vehicle Reg (Renew) Light Vehicle Reg (New) Light Vehicle Reg (ReNew) Motorcycle New Registration Motorcycle Renew Registration RTA Advertisement New Logo RTA Advertisement Renew Logo RTA Change Plate Number RTA Transfer Plate Number Tejari Cancel Registration Tejari New Registration Tejari Renew Registration Tejari Replace Registration Tourist Letter Trailer Registration (New) Trailer Registration (Renew) Transfer Registration

The below page will be displayed

a Open RTA File (New	Companies)		
1		2	3
Service Request		Summary	Payment Confirmation
 Click on Save and Cont Approval/Submitted to Jafza e-Signature Lett and Password (EDV m 	nue to save the request. Sa Freezone. ers will be send as an atta	er. Once you have entered atleast the mandatory inform. ved requests can be retrieved later using Search, modifie chment to company's registered email account in PD S to given mobile number.	ed if needed and Submitted for
Company Id Mobile Number *	11265 05xxxxxxxxxxx	Request Reason	

XIV. RTA Advertisement New Logo – This is to request for a Letter / NOC from JAFZA for the company to get permission from RTA to display the Logo of the Company on their vehicles.

Select RTA Advertisement New Logo

Boat New Registration Cancel Vehicle Reg Change Company Name Clearance Letter Driving License Letter Export Vehicle Heavy Vehicle Reg (New) Heavy Vehicle Reg (Renew) Light Vehicle Reg (New) Light Vehicle Reg (ReNew) Motorcycle New Registration Motorcycle Renew Registration Open RTA File (New Companies) RTA Advertisement New Logo RTA Advertisement Renew Logo RTA Change Plate Number RTA Transfer Plate Number Tejari Cancel Registration Tejari New Registration Tejari Renew Registration Tejari Replace Registration Tourist Letter Trailer Registration (New) Trailer Registration (Renew) Transfer Registration

The below page will be displayed

za RTA Advertisement New	ogo	Ba
1	(2)	3
Service Request	Summary	Payment Confirmation
Use this page to create/modify a red	uest for the RTA Letter. Once you have entered atleast the mandatory inform	nation, you can :
and Password (EDV number	be send as an attachment to company's registered email account in PC will be sent by SMS to given mobile number. nal FZE	
Company Id 1126		
Chassis Number *	Mobile Number *	05xxxxxxxx
Request Reason		
		Save and Continue

XV. RTA Advertisement Renew Logo – This is to request for a Letter / NOC from JAFZA for the company to renew the permission from RTA to display the Logo of the Company on their vehicles.

Select RTA Advertisement Renew Logo

Boat New Registration Cancel Vehicle Reg Change Company Name Clearance Letter Driving License Letter Export Vehicle Heavy Vehicle Reg (New) Heavy Vehicle Reg (Renew) Light Vehicle Reg (New) Light Vehicle Reg (ReNew) Motorcycle New Registration Motorcycle Renew Registration Open RTA File (New Companies)

RTA Advertisement New Logo RTA Advertisement Renew Logo RTA Change Plate Number RTA Transfer Plate Number Tejari Cancel Registration Tejari New Registration Tejari Renew Registration Tejari Replace Registration Tourist Letter Trailer Registration (New) Trailer Registration (Renew) Transfer Registration

The below page will be displayed

	Renew Logo		
1		2	3
Service Request		Summary	Payment Confirmation
Use this page to create/mod	ify a request for the RTA Letter. Onc	e you have entered atleast the mandatory information, yo	u can :
		quests can be retrieved later using Search, modified if nee	ded and Submitted for
Approval/Submitted t Jafza e-Signature Le 		nt to company's registered email account in PDF forma	t. The document is password protect
	number) will be sent by SMS to gi		
Company Name:	ernational FZF		
Company Name:	ernational FZE		
Company Name: Int		Request Reason	
	11265	Request Reason	
Company Id	11265	Request Reason	
Company Id Chassis Number *	11265	Request Reason	
Company Id Chassis Number *	11265	Request Reason	
Company Id Chassis Number *	11265	Request Reason	

XVI. RTA Change Plate Number – This is to request for a Letter / NOC from JAFZA for the company to change the Plate Number of a vehicle registered with RTA.

Select RTA Change Plate Number

Boat New Registration Cancel Vehicle Reg Change Company Name Clearance Letter Driving License Letter Export Vehicle Heavy Vehicle Reg (New) Heavy Vehicle Reg (Renew) Light Vehicle Reg (New) Light Vehicle Reg (ReNew) Motorcycle New Registration Motorcycle Renew Registration RTA Advertisement New Logo RTA Advertisement Renew Logo RTA Change Plate Number RTA Transfer Plate Number Tejari Cancel Registration Tejari New Registration Tejari Renew Registration Tejari Replace Registration Tourist Letter Trailer Registration (New) Trailer Registration (Renew) Transfer Registration

The below page will be displayed

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1		2	3
Service Request		Summary	Payment Confirmation
 Click on Save and Cont Approval/Submitted to Jafza e-Signature Lett and Password (EDV no 	inue to save the request. Saved rec Freezone.	e you have entered atleast the mandatory information, yo juests can be retrieved later using Search, modified if need t to company's registered email account in PDF format ven mobile number.	led and Submitted for
Company Id	11265	Request Reason	
Company Id Chassis Number * Mobile Number *	11265 05xxxxxxxxx	Request Reason	
Chassis Number *		Request Reason	

XVII. RTA Transfer Plate Number – This is to request for a Letter / NOC from JAFZA for the company to transfer Plate Number registered under their company with RTA.

Select RTA Transfer Plate Number

Boat New Registration Cancel Vehicle Reg Change Company Name Clearance Letter Driving License Letter Export Vehicle Heavy Vehicle Reg (New) Heavy Vehicle Reg (Renew) Light Vehicle Reg (New) Light Vehicle Reg (ReNew) Motorcycle New Registration Motorcycle Renew Registration Open RTA File (New Companies) RTA Advertisement New Logo RTA Advertisement Renew Logo RTA Change Plate Number RTA Transfer Plate Number Tejari Cancel Registration Tejari New Registration Tejari Renew Registration Tejari Replace Registration Tourist Letter Trailer Registration (New) Trailer Registration (Renew) Transfer Registration

The below page will be displayed

		2	3
Service Request		Summary	Payment Confirmation
() Use this page to create/mod	lify a request for the RTA Letter	. Once you have entered atleast the mandatory information, y	you can :
		ed requests can be retrieved later using Search, modified if ne	eded and Submitted for
Approval/Submitted to • Jafza e-Signature Let		hment to company's registered email account in PDF form	nat. The document is password protecte
and Password (EDV n	number) will be sent by SMS	to given mobile number.	
Company Name:	ernational FZE		
Company Name:	ernational FZE		
Company Name: Inte		Request Reason	
	11265	Request Reason	
Company Id	11265	Request Reason	
Company Id Plate Number *	11265	Request Reason	
Company Id Plate Number *	11265	Request Reason	

XVIII. Tejari Cancel Registration – This is to request for a Letter / NOC from JAFZA for the company to cancel their Tejari (Commercial) Plate registration with RTA.

Select Tejari Cancel Registration

Boat New Registration Cancel Vehicle Reg Change Company Name Clearance Letter Driving License Letter Export Vehicle Heavy Vehicle Reg (New) Heavy Vehicle Reg (Renew) Light Vehicle Reg (New) Light Vehicle Reg (ReNew) Motorcycle New Registration Motorcycle Renew Registration Open RTA File (New Companies) RTA Advertisement New Logo RTA Advertisement Renew Logo RTA Change Plate Number RTA Transfer Plate Number Tejari Cancel Registration Tejari New Registration Tejari Renew Registration Tejari Replace Registration Tourist Letter Trailer Registration (New) Trailer Registration (Renew) Transfer Registration

The below page will be displayed

	ation		
1		2	3
Service Request		Summary	Payment Confirmation
Use this page to create/mod	ify a request for the RTA Letter. Or	nce you have entered atleast the mandatory information, you	u can :
and Password (EDV n		ent to company's registered email account in PDF format given mobile number.	:. The document is password protecte
Company Id	11265	Request Reason	
		Request Reason	
Company Id		Request Reason	
Company Id Plate Number *		Request Reason	
Company Id Plate Number *		Request Reason	

XIX. Tejari New Registration – This is to request for a Letter / NOC from JAFZA for the company to apply for New Tejari (Commercial) Plate registration with RTA.

Select Tejari New Registration

Boat New Registration Cancel Vehicle Reg Change Company Name Clearance Letter Driving License Letter Export Vehicle Heavy Vehicle Reg (New) Heavy Vehicle Reg (Renew) Light Vehicle Reg (New) Light Vehicle Reg (ReNew) Motorcycle New Registration Motorcycle Renew Registration RTA Advertisement New Logo RTA Advertisement Renew Logo RTA Change Plate Number RTA Transfer Plate Number Tejari Cancel Registration Tejari New Registration Tejari Renew Registration Tejari Replace Registration Tourist Letter Trailer Registration (New) Trailer Registration (Renew) Transfer Registration

The below page will be displayed

Jafza Tejari New Registration		Bacl
1		3
Service Request	Summary	Payment Confirmation
Click on Save and Continue to	ist for the RTA Letter. Once you have entered atleast the mandatory information, you ca ave the request. Saved requests can be retrieved later using Search, modified if needed be send as an attachment to company's registered email account in PDF format. The obbile number.	and Submitted for Approval/Submitted to Freezone.
Company Name: Internation Company Id Chassis Number *	1265	Comments
Mobile Number * Request Reason	75xxxxxxxxxxx	

XX. Tejari Renew Registration – This is to request for a Letter / NOC from JAFZA for the company to renew their Tejari (Commercial) Plate registration with RTA.

Select Tejari Renew Registration

Boat New Registration Cancel Vehicle Reg Change Company Name Clearance Letter Driving License Letter Export Vehicle Heavy Vehicle Reg (New) Heavy Vehicle Reg (Renew) Light Vehicle Reg (New) Light Vehicle Reg (ReNew) Motorcycle New Registration Motorcycle Renew Registration Open RTA File (New Companies) RTA Advertisement New Logo RTA Advertisement Renew Logo RTA Change Plate Number RTA Transfer Plate Number Tejari Cancel Registration Tejari New Registration Tejari Renew Registration Tejari Replace Registration Tourist Letter Trailer Registration (New) Trailer Registration (Renew) Transfer Registration

The below page will be displayed

fza Tejari Renew Registration			Ba
0		2	3
Service Request		Summary	Payment Confirmation
Click on Save and Continue to	save the request. Saved requests ca II be send as an attachment to con	ve entered atleast the mandatory information, you can : n be retrieved later using Search, modified if needed and Submitted ppany's registered email account in PDF format. The document is	for Approval/Submitted to Freezone. password protected and Password (EDV number)
Company Name: Internation	nal FZE		
Company Id Plate Number *	11265	Jafza Comments	
Mobile Number *	05хххххххх		
Request Reason			
			Save and Continue

XXI. Tejari Replace Registration – This is to request for a Letter / NOC from JAFZA for the company to replace their Tejari (Commercial) Plate registration with RTA.

Select Tejari Replace Registration

Boat New Registration Cancel Vehicle Reg Change Company Name Clearance Letter Driving License Letter Export Vehicle Heavy Vehicle Reg (New) Heavy Vehicle Reg (Renew) Light Vehicle Reg (New) Light Vehicle Reg (ReNew) Motorcycle New Registration Motorcycle Renew Registration Open RTA File (New Companies) RTA Advertisement New Logo RTA Advertisement Renew Logo RTA Change Plate Number RTA Transfer Plate Number Tejari Cancel Registration Tejari New Registration Tejari Renew Registration Tejari Replace Registration Tourist Letter Trailer Registration (New) Trailer Registration (Renew) Transfer Registration

The below page will be displayed

fza Tejari Replace Regist	ration		<i>,</i>
1		2	3
Service Request		Summary	Payment Confirmation
Click on Save and Cont Approval/Submitted to Jafza e-Signature Lett and Password (EDV n	inue to save the request. Sav Freezone.	r. Once you have entered atleast the mandatory information, ved requests can be retrieved later using Search, modified if r chment to company's registered email account in PDF for s to given mobile number.	needed and Submitted for
Company Id Plate Number *	11265	Request Reason	
Mobile Number *	05хххххххх		

XXII. Tourist Letter – This is to request for a Letter / NOC from JAFZA to get a Vehicle Tourist Letter from RTA.

Select Tourist Letter

Boat New Registration Cancel Vehicle Reg Change Company Name Clearance Letter Driving License Letter Export Vehicle Heavy Vehicle Reg (New) Heavy Vehicle Reg (Renew) Light Vehicle Reg (New) Light Vehicle Reg (ReNew) Motorcycle New Registration Motorcycle Renew Registration Open RTA File (New Companies) RTA Advertisement New Logo RTA Advertisement Renew Logo RTA Change Plate Number RTA Transfer Plate Number Tejari Cancel Registration Tejari New Registration Tejari Renew Registration Tejari Replace Registration Tourist Letter Trailer Registration (New) Trailer Registration (Renew) Transfer Registration

The below page will be displayed

a Tourist Letter			
1		2	3
Service Request		Summary	Payment Confirmation
①Use this page to create/mod	ify a request for the RTA Letter. On	ce you have entered atleast the mandatory informat	ion, you can :
	tters will be send as an attachmer number) will be sent by SMS to gi	nt to company's registered email account in PDF iven mobile number.	format. The document is password protecte
Company Name: Int	ernational FZE		
Company Name: Int		Request Reason	
		Request Reason	
Company Id		Request Reason	
Company Id Chassis Number *	11265	Request Reason	
Company Id Chassis Number *	11265	Request Reason	

XXIII. Trailer Registration (New) – This is to request for a Letter / NOC from JAFZA for the company to register a new trailer for the company with RTA.

Select Trailer Registration (New)

Boat New Registration Cancel Vehicle Reg Change Company Name Clearance Letter Driving License Letter Export Vehicle Heavy Vehicle Reg (New) Heavy Vehicle Reg (Renew) Light Vehicle Reg (New) Light Vehicle Reg (ReNew) Motorcycle New Registration Motorcycle Renew Registration Open RTA File (New Companies) RTA Advertisement New Logo RTA Advertisement Renew Logo RTA Change Plate Number RTA Transfer Plate Number Tejari Cancel Registration Tejari New Registration Tejari Renew Registration Tejari Replace Registration Tourist Letter Trailer Registration (New) Trailer Registration (Renew) Transfer Registration

The below page will be displayed

			l l
1		3	(4)
Service Request	Upload Document	Summary	Payment Confirmatio
Click on Save and Continue to	quest for the RTA Letter. Once you have entered atleast the o save the request. Saved requests can be retrieved later usi II be send as an attachment to company's registered em nobile number.	ng Search, modified if needed and Submitted for Approval	/Submitted to Freezone. rotected and Password (EDV number)
Company Name: Internatio	nal FZE		
Company Id	11265		
Company Id Chassis Number *	11265	Jafza Comments	
	11265 05жжжжжж	Jafza Comments	
Chassis Number *		Jafza Comments	
Chassis Number * Mobile Number *		Jafza Comments	
Chassis Number * Mobile Number *		Jafza Comments	
Chassis Number * Mobile Number *		Jafza Comments	

XXIV. Trailer Registration (Renew) – This is to request for a Letter / NOC from JAFZA for the company to renew the trailer registration for the company with RTA.

Select Trailer Registration (Renew)

Boat New Registration Cancel Vehicle Reg Change Company Name Clearance Letter Driving License Letter Export Vehicle Heavy Vehicle Reg (New) Heavy Vehicle Reg (Renew) Light Vehicle Reg (New) Light Vehicle Reg (ReNew) Motorcycle New Registration Motorcycle Renew Registration Open RTA File (New Companies) RTA Advertisement New Logo RTA Advertisement Renew Logo RTA Change Plate Number RTA Transfer Plate Number Tejari Cancel Registration Tejari New Registration Tejari Renew Registration Tejari Replace Registration Tourist Letter Trailer Registration (New) Trailer Registration (Renew) Transfer Registration

The below page will be displayed

za Trailer Registration (Rene	ew)		
1	2	3	(4)
Service Request	Upload Document	Summary	Payment Confirmati
 Click on Save and Continu 	will be send as an attachment to company's registere	t the mandatory information, you can : er using Search, modified if needed and Submitted for Approval el email account in PDF format. The document is password p	/Submitted to Freezone. rotected and Password (EDV number
	tional FZE	Jafza Comments	
Mobile Number	USXXXXXXXX		
Request Reaso			

XXV. Transfer Registration – This is to request for a Letter / NOC from JAFZA for the company to transfer the company to the new owner with RTA.

Select Transfer Registration

Boat New Registration Cancel Vehicle Reg Change Company Name Clearance Letter Driving License Letter Export Vehicle Heavy Vehicle Reg (New) Heavy Vehicle Reg (Renew) Light Vehicle Reg (New) Light Vehicle Reg (ReNew) Motorcycle New Registration Motorcycle Renew Registration Open RTA File (New Companies) RTA Advertisement New Logo RTA Advertisement Renew Logo RTA Change Plate Number RTA Transfer Plate Number Tejari Cancel Registration Tejari New Registration Tejari Renew Registration Tejari Replace Registration Tourist Letter Trailer Registration (New) Trailer Registration (Renew) Transfer Registration

The below page will be displayed

za Transfer Registratior	1		
1		2	3
Service Request		Summary	Payment Confirmation
①Use this page to create/mod	ify a request for the RTA Letter. O	nce you have entered atleast the mandatory information, yo	u can :
and Password (EDV r	tters will be send as an attachm number) will be sent by SMS to ernational FZE	ent to company's registered email account in PDF forma given mobile number.	t. The document is password protect
Company Id	11265	Request Reason	
Company Id Chassis Number *		Request Reason	
		Request Reason	
Chassis Number * Mobile Number * *	05ххххххх	Request Reason	
Chassis Number *	05xxxxxxxx	Request Reason	

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