



ONLINE BILL PAYMENT SERVICES

User Manual - External

Version 1.4

Version History

Date	No	Summary of Changes	Name
18-01-2017	1.0	Version 1.0	Dubai Customs
20-11-2018	1.1	Version 1.1 for Internal review	Dubai Customs
21-11-2018	1.2	Version 1.2	Dubai Customs
16-12-2018	1.3	Version 1.3	Dubai Customs
06-11-2019	1.4	Version 1.4	Dubai Customs



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1. Introduction

1.1. Purpose

The purpose of this guide is to assist the Dubai Trade users to understand and how to perform the online Bill Payment Services (BPS) for Searching and Printing the Invoices, settling the Outstanding Invoices, Demand Notices and Account Top-up using e-Payment Channels or Debit Account.

The following are the major functionalities available in Bill Payment Service Module:

- Search and Print the Invoices and Demand Notices
- Search for Credit (CDR Account) and Debit Account Balances
- Settlement of Invoices and Demand Notices
- Credit (CDR Account) and Debit Account Top-up/Settlement
- Downloading the Monthly Statement and Transaction Listing of Accounts.
- Receipt Printing
- Search Payment History
- Bill (Invoice) Status enquiry
- Initiated Payment enquiry and Recheck Payment Status

1.2. Intended Audience

The intended audience for this document includes the following:

- Dubai Trade Portal users (Customs Brokers, Importer, Exporters, Agents and FZ companies)

1.3. Account Top-up and Settlement

Following Accounts can be topped up or settled using this Service:

No	Account Type	Description	Applicable Payment Methods in Portal
1.	CDR Account (Credit Account)	Credit Account facility is provided by the Dubai Customs to its Customers for paying the Duty and Other charges as part of Transaction Submission. CDR Account is operated	e-Payment Debit Account In addition to above payment method, CDR Account can be topped up using



		based on Bank or Cash Guarantee.	"Virtual Bank Account Transfer" . Once the Amount is deposit in this dedicated Bank Account, it will automatically credit your Account immediately.
2.	Debit Account (e-Wallet)	Debit Account is similar to e-Wallet, which can be used for paying the Duty and other charges as part of the Transaction Submission and Invoice settlement. Debit Account does not requires any Bank or Cash Guarantee. These Accounts can be topped up on need basis.	e-Payment Virtual Bank Account Transfer mentioned above.

1.4. Types of Invoices and Demand Notices

Following Invoices and Demand Notice can be settled using this Service:

No	Invoice/Demand Notice Type	Description	Applicable Payment Methods in Portal
1.	Standing Guarantee Demand Notice	Standing Guarantee Demand Notice due to non-submission of Claim for Mirsal 1 Declaration.	e-Payment Debit Account
2.	Standing Guarantee Duty/Fine Invoice	Standing Guarantee Duty/Fine Invoices for Mirsal 1 Declaration due to Partial export or any fine or penalty due to late submission of claim.	e-Payment Debit Account
3.	Standing Guarantee Service Charge Notice	Standing Guarantee Service Charge Notice for usage of SG Account.	e-Payment Debit Account
4.	Deposit Forfeiture Invoice	Invoice generated as part of	e-Payment



		Cash/e-Payment Deposit Forfeiture to collect additional Penalty/Fine (Mirsal 1 Declaration)	Debit Account
5.	NR Claim Invoice (FZ Exit Entry)	FZ Export NR Claim Invoice (Mirsal 1 Declaration)	e-Payment Debit Account
6.	Duty Claim Receivable - Cash	Duty Refund Claim due to Fine/Penalty (Mirsal 2 Declaration)	e-Payment Debit Account
7.	Deposit Claim Receivable - Cash	Deposit Claim Receivable Invoice (Mirsal 2 Declaration - Deposit paid by Cash/e- Payment)	e-Payment Debit Account
8.	Deposit Claim Receivable - SG	Standing Guarantee Receivable Invoice generated due to Partial Export, Fine or penalty applied for late claim submission. (Mirsal 2 Declaration)	e-Payment Debit Account
9.	NR Claim Receivable	FZ Export NR Claim Invoices (Mirsal 2 Declaration)	e-Payment Debit Account
10.	Auction Receivable	Auction Claim Invoice	e-Payment Debit Account
11.	Deposit Forfeiture Demand Notice	Invoice generated as part of Cash/e-Payment Deposit Forfeiture for additional Penalty/Fine (Mirsal 2 Declaration)	e-Payment Debit Account
12.	SG Deposit Forfeiture Demand Notice	Demand Notice Generated for Non Submission of Standing Guarantee Deposit Claim. (Mirsal 2 Declaration)	e-Payment Debit Account
13.	NR forfeiture Demand Notice	Non Submission of FZ Export NR Claim (Mirsal 2 Declaration)	e-Payment Debit Account
14.	Inspection - Demand Notice	Demand Notice generated as part of Inspection Process	e-Payment Debit Account
15.	Case Management Demand Notice	Demand Notice issued by Case Management Department.	e-Payment Debit Account
16.	Declaration - Short Collection Demand Notice	Demand Notice issues by Post Clearance Audit Department for Short Collection of Duty, Penalty or Other Charges.	e-Payment Debit Account
17.	SAS Invoice/Demand Notice	Sea Manifest related charges	e-Payment

			Debit Account
18.	Document Submission Invoice	Invoice generated due to Non Submission of Declaration Documents.	e-Payment Debit Account

1.5. Payment Methods

Following Payment Methods are available for settling the Invoices, Demand Notices and Account Top-up/settlement:

- **e-Payment:** (Dubai Smart Government Gateway)
 - Credit Card
 - Direct Debit (Bank Transfer)
 - e-Dirham
- **Debit Account (e-Wallet)** : Customs Debit Account can be used for Settling the Invoices and Demand Notices or Topping up the Credit Account (CDR Account).

1.6. Portal Login

- 1) Enter the Application URL (www.dubaitrade.ae) in the IE Window
- 2) Click Enter button





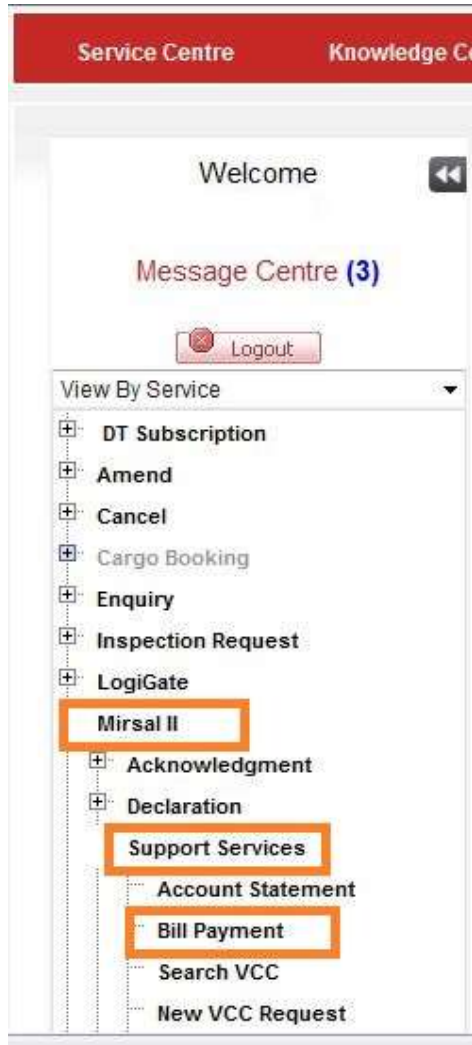
- 3) Click on the Login button at Right Top corner of the page.
- 4) Login screen will be displayed.
- 5) In the Login page ,enter the Username and Password
- 6) Click on "Sign In" button

The screenshot shows the Dubai Trade website's login interface. At the top left is the Dubai Trade logo. To its right is a red navigation bar containing a home icon, 'ABOUT', 'PRODUCTS & SERVICES', 'NEWS', and 'CONTACT US'. Further right in the red bar is a 'Quick Links' dropdown menu and a search icon. Below the red bar is a breadcrumb trail: 'Home > Login'. The main content area is white and contains a login form with two input fields: 'User Name' and 'Password'. Below the password field is a link that says 'forgot password'. At the bottom of the form is a red button labeled 'LOGIN'.

2. Bill Payment Service

2.1. Invoice Search

Select "**Mirsal II -> Support Services -> Bill Payment**" From the left menu



The screenshot shows the 'Bill Payment' service interface. The 'Invoices' tab is selected. The 'Advanced Search' tab is highlighted in yellow. The search criteria are: 'From Date' (01-01-2007), 'To Date' (20-11-2018), 'Invoice Type' (All), and 'Status' (Unpaid). The 'Search' button is highlighted.

1. **Advanced Search:** Provide From Date, To Date, Invoice Type and Status to search the Invoices and Demand Notices belong to the Logged in Business. Click Search button.

The screenshot shows the 'Bill Payment' service interface. The 'Invoices' tab is selected. The 'Quick Search' tab is highlighted in yellow. The search criteria are: 'Invoice Type' (Please Select) and 'Invoice No.' (empty). The 'Search' button is highlighted.

2. **Quick Search:** Provide Invoice Type, Location (if applicable) and Invoice Number to search the Invoice or Demand Notice belong to the Logged in Business. Click Search button.

> Bill Payment Service > Invoices

Bill Payment

Invoices Accounts Account Statement Initiated Payments Payment History Bill Status Enquiry

Advanced Search Quick Search

From Date * 01-01-2018 To Date * 20-11-2018

Invoice Type * All Status * Unpaid

Search Reset

To Print the invoice please click on the invoice Number

Invoice Type	Invoice Number	Invoice Date	Amount (AED)	Settled Amount (AED)	Balance Amount(AED)	Status
Inspection - Demand Notice	90035322	05-05-2018	170.00	0.00	170.00	Unpaid

Proceed to Pay

- System displays the Invoices and Demand Notices belong to the Logged in Business. Invoice Type, Invoice Number, Invoice Date, Invoice Amount, Settled Amount, Balance Amount and Status will be displayed.
- Choose <<, <, 1,2,..., >, >> [link](#) to navigate the screen to view more invoices.
- Click Invoice Number hyperlink to download an Invoice copy.



Proceed to Pay Button is for navigating to the Payment Method selection screen after choosing invoice(s) for settlement.

2.2. Accounts Top-up / Settlement by e-Payment

Select **Mirsal II** -> **Support Services** -> **Bill Payment** -> **Accounts**.

This option is to Top-up the Debit Account (e-Wallet) and settle the CDR Account for the outstanding amount. This option also can be used for Advance Payment of CDR Account to increase the balance.

Bill Payment

Invoices
Accounts
Account Statement
Initiated Payments
Payment History
Bill Status Enquiry

Accounts

Select	Account Type	Account	Available Balance(AED)
<input checked="" type="checkbox"/>	Credit Account	1222531 - UFO	1,413,357,405.00
<input type="checkbox"/>	Credit Account	1222532 - AL TRADING LLC	2,343,237,772.00
<input type="checkbox"/>	Credit Account	1222533 - UFO	1,204,500,208.00
<input type="checkbox"/>	Debit Account	1050065 - AL TRADING LLC	72,980.00

Proceed to Pay >

1. Select the one or many Account(s) to be settled/topped up.
2. <<, <, 1,2,..., >, >> **Link** can be used for navigating to Pervious and Next screen to view more Accounts.
3. Click Account Hyperlink to View the Account and Guarantee details.
4. Click on Proceed to Pay button to continue with the Payment Method selection.

Bill Payment

Invoices
Accounts
Account Statement
Initiated Payments
Payment History
Bill Status Enquiry

Selected Outstanding Bills

Payment Type	Invoice / Account No.	Amount (AED)
Credit Account	1222531 - UFO	10000

Total Selected Transactions: 1 Total Amount(AED): 10,000.00

Payment Method

Note* Card payment has maximum limit of AED 1,000,000.00

☒ E-Payment
☐ Debit A/C 1050065 - AL TRADING LLC (BAL. AED 729€ ▼)

Previous Pay

5. System display the Account(s) selected in the previous screen for payment.
6. Enter the Amount to be settled/topped up.
7. Select the Payment Method as e-Payment and click Pay button to initiate the Payment. System displays the Bill Payment confirmation screen as below.




Bill Payment Confirmation ✕

By clicking the confirm button, you are authorizing us to redirect your request for payment of 1 transaction(s) of total amount **AED 10,000** through Dubai E-Government payment site.


✓ Confirm ✕ Cancel

8. System displays the No. of Transaction(s) selected and Total Amount.
9. Click Cancel button to return to the previous screen for any change in the selection.
10. Click Confirm button to proceed with Payment. System navigate the Dubai Smart Government Gateway to accept e-Payment details.
11. System displays the Payment Methods available in the Gateway. (Credit Card, e-Dirham, Direct Debit etc.)
12. Select the Payment Method option (Eg. Credit Card). Based on the Payment Method respective screen will be displayed for capturing the more details.
13. When user selects the Credit Card then Credit Card information to be provided.
14. When user selects the e-Dirham then e-Dirham details to be provided.
15. When user selects Direct Debit, system navigates to Bank Portal based on the Bank selected. User has to Log in to Bank portal and confirm the payment in Bank Portal.
16. Below example describes the Credit Card Payment:-






دبي الذكية
SMART DUBAI
تجربة أفضل حياة
HAPPY LIVING EXPERIENCE




حكومة دبي
smart dubai gov
A SMART DUBAI ESTABLISHMENT

DubaiPay

MIDDLE EAST
LEADING GATEWAY




 Transaction Information


Service Provider : Dubai Customs


Service : Miscellaneous Settlement


SP Transaction No : 11213009


Amount : 10000.00 AED


 Payment Method

☒  Credit Card

☐  EdirhamG2

☐  Direct Debit

☐  OneClick Pay

 Contact Information

Email Address :


Mobile Number :

☒ لقد قرأت التحذير وفهمت عواقبه
I have read the [warning](#) and understood the consequences


Total Amount: 10000.00 AED


Cancel

Pay



For Inquiries Call AskDubai 6005 6 0000 على الرقم 6005 6 0000





17. Select the Payment Method as "Credit Card".

18. Enter the e-Mail address and Mobile No.
19. Click on the Agreement check box in the bottom of the screen.
20. Click Pay button after verifying the Amount and other information.
21. System navigates to another screen to capture Credit Card No. and other details

The screenshot displays the DubaiPay payment screen. At the top, there are logos for 'دبي الذكية SMART DUBAI' and 'smart dubai gov'. The main heading is 'DubaiPay' with the tagline 'MIDDLE EAST LEADING GATEWAY'. Below this, a blue bar separates the header from the transaction details section.

Transaction Information

- Service Provider : DXBCUS-DCOPENSERV
- ePay Transaction No : 00000228413400
- Amount : 10000 AED

Card Details

Card Type : ☒ VISA ☐ MasterCard ☐ AMERICAN EXPRESS ☐ JCB

Credit Card Number : 1111111111111111

Expiry Date : December 2018

CVV Number * : ...

CVV number (Security Code) is the last three digits of the number found on the back of your credit card near the signature strip.

At the bottom of the card details section, there are logos for 'MasterCard SecureCode', 'VERIFIED by VISA', and 'PCI DSS CERTIFIED'. Below this, the total amount is displayed as 'Total Amount : 10000 AED'. There are two buttons: 'Cancel' and 'Pay'.

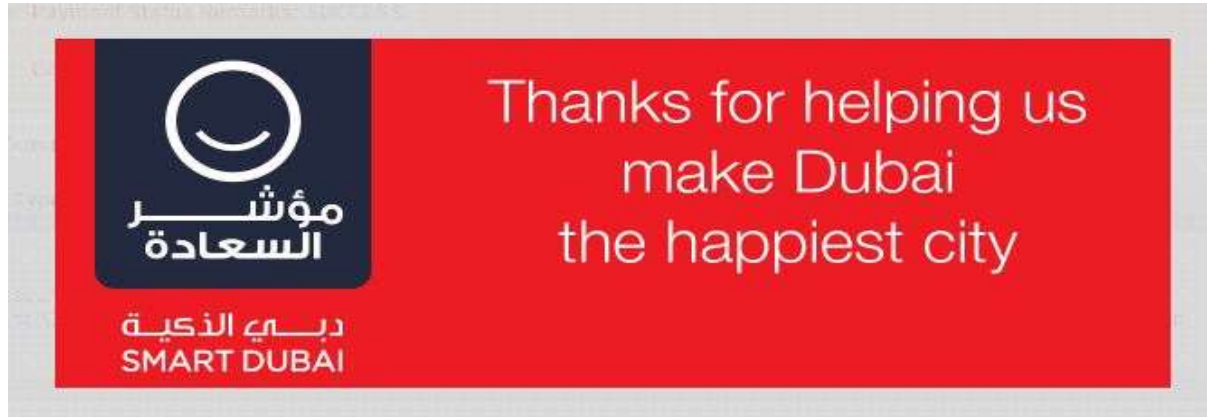
At the very bottom, there is a contact information bar with a phone icon on the left and right, and the text: 'For Inquiries Call AskDubai 6005 6 0000 على الرقم "اسأل دبي" للاستعلام اتصل بخدمة "اسأل دبي"'. The DubaiPay logo is also present in the bottom right corner.

22. Enter the Credit Card No, Expiry Date and CVV No.
23. Click Pay button for final confirmation. System navigates to a waiting screen for Payment Processing.



24. Once the Payment Process is completed, system displays the Customer Happiness Indicator screen for response.
25. Choose the relevant indicator.





26. On Click, System takes to Payment confirmation screen with details.

Payment History Details

Payment Transaction Details

Transaction No.	1822	Transaction Date	20-11-2018
DEG Transaction No.	00000228413400	DEG Transaction Date	20-11-2018 10:53:01
EPayment Transaction No	11213009	Initiated Date	20-11-2018 10:53:00
Initiated By	ufo	Status	SUCCESS
Payment Mode	Credit Card		
Message	Payment Status Remarks: SUCCESS Collection Status Remarks : Transaction has been processed successfully.		

Payment Details

Payment Type	Invoice / Account No.	Amount (AED)	Receipt No.	Remarks	Status
Credit Account	1222531 UFO	10000.00	Z-2822	M1CS 724801; BPS Transaction for CDR-1222531	SETTLED

Print
Close

27. System displays the Payment Status as Success, Receipt No. etc.

28. Click on Print option to print the Receipt.



Bill Payment Settlement Receipt

Business Details

Name	AI Trading LLC				
Business Code	AE-1049640				
Payment Type	Invoice / Account No.	Receipt No.	Amount (AED)	Status	Remarks
Credit Account	1222531 - UFO	Z-2822	10000.00	SETTLED	M1CS 724801; BPS Transaction for CDR-1222531

Settlement Details

Payment Method	Credit Card
Transaction No.	1822
Transaction Date	20-11-2018
E-Payment Transaction No.	11213009
Amount (AED)	10000.00

This Receipt is generated by the system and therefore does not require a signature

Close the Receipt screen, and verify the highlighted available balance amount in the below screen.

Bill Payment

[Invoices](#)
[Accounts](#)
[Account Statement](#)
[Initiated Payments](#)
[Payment History](#)
[Bill Status Enquiry](#)

Accounts

Select	Account Type	Account	Available Balance(AED)
<input checked="" type="checkbox"/>	Credit Account	1222531 - UFO	1,413,367,405.00
<input type="checkbox"/>	Credit Account	1222532 - AL TRADING LLC	2,343,237,772.00
<input type="checkbox"/>	Credit Account	1222533 - UFO	1,204,500,208.00
<input type="checkbox"/>	Debit Account	1050065 - AL TRADING LLC	72,980.00

[Proceed to Pay >](#)

29. In case Payment Failure, Status will be shown as Failed and not settled.



In case Status is not received or browser closed by mistake or any other issues then use the "**Initiated Payment**" option to recheck the Status.

2.3. Accounts Top-up / Settlement by Debit Account.

This option is for settling the CDR Account outstanding amount using Debit Account. This option also can be used for Advance Payment of CDR Account to increase the balance.

Mirsal II -> Support Services -> Bill Payment -> Accounts.

Select the CDR Account to be settled (follow the same steps in the previous service).

> Bill Payment Service > Accounts > Outstanding Accounts Details

Bill Payment

Invoices Accounts Account Statement Initiated Payments Payment History Bill Status Enquiry

Selected Outstanding Bills

Payment Type	Invoice / Account No.	Amount (AED)
Credit Account	1222533 - UFO	50000

Total Selected Transactions:1 Total Amount(AED): 50,000.00

Payment Method

Note* Card payment has maximum limit of AED 1,000,000.00

☐ E-Payment ☒ Debit A/C

1050065 - AL TRADING LLC (BAL. AED 729€ ▼
1050065 - AL TRADING LLC (BAL. AED 72980.00)

< Previous Pay

1. Enter the Amount to be settled.
2. Select the Payment Method as "Debit Account".
3. System displays the Debit Account(s) of the logged in Business in the dropdown list with current available balance.
4. Select the Debit Account to be used for payment and click Pay button to proceed with the payment.
5. System navigates the Confirmation Screen.

Bill Payment Confirmation

By clicking the confirm button, you are authorizing us to use your Debit A/C for payment of 1 transactions(s) of total amount AED 50,000.

Confirm Cancel

6. Click Cancel button to return to previous screen to make any changes.
7. Click on Confirm button to proceed with Payment. On confirmation system transfers the amount from Debit Account to CDR Account selected for the settlement.
8. System displays the Payment confirmation Page with details.

Payment History Details

Payment Transaction Details

Transaction No.	1832	Transaction Date	20-11-2018
DEG Transaction No.		DEG Transaction Date	
EPayment Transaction No		Initiated Date	20-11-2018 11:32:00
Initiated By	ufo	Status	SUCCESS
Payment Mode	Debit Account (1050065)		
Message	Payment Status Remarks: Success Collection Status Remarks : Transaction has been processed successfully.		

Payment Details

Payment Type	Invoice / Account No.	Amount (AED)	Receipt No.	Remarks	Status
Credit Account	1222533 UFO	50000.00	R-817998	M1CS 724807; BPS Transaction for CDR 1222533	SETTLED

Print
 Close

9. System displays Status, Receipt No etc.
10. Click Print button to print the Receipt.

Bill Payment Settlement Receipt

Business Details

Name: AI Trading LLC
Business Code: AE-1049640

Payment Type	Invoice / Account No.	Receipt No.	Amount (AED)	Status	Remarks
Credit Account	1222533 UFO	R-817998	50000.00	SETTLED	M1CS 724807; BPS Transaction for CDR 1222533

Settlement Details

Payment Method: Debit Account (1050065)
Transaction No.: 1832
Transaction Date: 20-11-2018
E-Payment Transaction No.:
Amount (AED): 50000.00

This Receipt is generated by the system and therefore does not require a signature

System displays the New Balance of both Accounts in below screen.

Bill Payment

[Invoices](#)
[Accounts](#)
[Account Statement](#)
[Initiated Payments](#)
[Payment History](#)
[Bill Status Enquiry](#)

Accounts

Select	Account Type	Account	Available Balance(AED)
<input checked="" type="checkbox"/>	Credit Account	1222531 - UFO	1,413,367,405.00
<input type="checkbox"/>	Credit Account	1222532 - AL TRADING LLC	2,343,237,772.00
<input type="checkbox"/>	Credit Account	1222533 - UFO	1,204,550,208.00
<input type="checkbox"/>	Debit Account	1050065 - AL TRADING LLC	22,980.00

[Proceed to Pay >](#)

2.4. Invoices and Demand Notice Settlement

This option is for settling the Outstanding Invoices and Demand Notices issued by Dubai Customs from various sources like Claims, Inspection, Case Management, Post Clearance Audit etc.

Mirsal II -> Support Services -> Bill Payment -> Invoices.

1. Select the Invoices to be settled (one or many).
2. Click <<, <, 1,2,..., >, >> link to select more invoices from other pages if any.

> Bill Payment Service > Invoices

Bill Payment

Invoices

Accounts

Account Statement

Initiated Payments

Payment History

Bill Status Enquiry

Advanced Search

Quick Search

From Date * 01-01-2016

To Date * 31-12-2016

Invoice Type * All

Status * Unpaid

Search

Reset

To Print the invoice please click on the invoice Number

<input type="checkbox"/>	Invoice Type	Invoice Number	Invoice Date	Amount (AED)	Settled Amount (AED)	Balance Amount(AED)	Status
<input type="checkbox"/>	Standing Guarantee Service Charge Notice	62564	31-08-2016	90.00	0.00	90.00	Unpaid
<input type="checkbox"/>	Inspection - Demand Notice	90030940	28-03-2016	170.00	0.00	170.00	Unpaid
<input type="checkbox"/>	Inspection - Demand Notice	90030948	31-03-2016	170.00	0.00	170.00	Unpaid
<input checked="" type="checkbox"/>	Inspection - Demand Notice	90030951	03-04-2016	170.00	0.00	170.00	Unpaid
<input checked="" type="checkbox"/>	Inspection - Demand Notice	90030952	03-04-2016	170.00	0.00	170.00	Unpaid
<input type="checkbox"/>	Inspection - Demand Notice	90034824	08-08-2016	10.00	0.00	10.00	Unpaid
<input type="checkbox"/>	Inspection - Demand Notice	90034825	10-08-2016	10.00	0.00	10.00	Unpaid
<input type="checkbox"/>	Inspection - Demand Notice	90034826	10-08-2016	10.00	0.00	10.00	Unpaid
<input type="checkbox"/>	Inspection - Demand Notice	90034831	10-08-2016	10.00	0.00	10.00	Unpaid
<input type="checkbox"/>	Inspection - Demand Notice	90034834	11-08-2016	10.00	0.00	10.00	Unpaid

<<

<

1

2

>

>>

Proceed to Pay >

3. Click **Proceed to Pay** button to proceed with payment.

> Bill Payment Service > Invoices > Outstanding Invoice Details

Bill Payment

Invoices
Accounts
Account Statement
Initiated Payments
Payment History
Bill Status Enquiry

Selected Outstanding Bills

Payment Type	Invoice / Account No.	Invoice Date	Due Date	Amount (AED)
Inspection - Demand Notice	90030951	03-04-2016	10-04-2016	170.00
Inspection - Demand Notice	90030952	03-04-2016	10-04-2016	170.00

Total Selected Transactions: 2 Total Amount(AED): 340.00

Payment Method

Note* Card payment has maximum limit of AED 1,000,000.00

☐ E-Payment
 ☒ Debit A/C 1050065 - AL TRADING LLC (BAL. AED 229€)

Previous
Pay

- System displays the selected invoice(s) with Total Amount to be paid.
- Verify the details.
- Select the Payment Method (e-Payment or Debit Account).
- Note: follow the same steps mentioned in Account Top up to complete the Payment by e-Payment or Debit Account.
- Click Pay button to proceed with payment and system navigates to Payment Confirmation Page.

Bill Payment Confirmation

By clicking the confirm button, you are authorizing us to use your Debit A/C for payment of 2 transactions(s) of total amount **AED 340**.

Confirm
Cancel

- Click Cancel button to return to previous screen to make any changes.
- Click on Confirm button to proceed with Payment. System transfer the amount from Debit Account to settle the Invoices selected for payment.
- System displays the Payment Status screen

Payment History Details

Payment Transaction Details

Transaction No.	1833	Transaction Date	20-11-2018
DEG Transaction No.		DEG Transaction Date	
EPayment Transaction No		Initiated Date	20-11-2018 12:06:00
Initiated By	ufo	Status	SUCCESS
Payment Mode	Debit Account (1050065)		
Message	Payment Status Remarks: Success Collection Status Remarks : Transaction has been processed successfully.		

Payment Details

Payment Type	Invoice / Account No.	Amount (AED)	Receipt No.	Remarks	Status
Inspection - Demand Notice	90030951	170.00	R-817999	M1CS 724809; BPS Transaction for INS 90030951	SETTLED
Inspection - Demand Notice	90030952	170.00	R-818000	M1CS 724809; BPS Transaction for INS 90030952	SETTLED

Print

Close

12. Click Print button to print the Receipt.



Bill Payment Settlement Receipt

Business Details

Name	AI Trading LLC				
Business Code	AE-1049640				
Payment Type	Invoice / Account No.	Receipt No.	Amount (AED)	Status	Remarks
Inspection - Demand Notice	90030951	R-817999	170.00	SETTLED	M1CS 724809; BPS Transaction for INS 90030951
Inspection - Demand Notice	90030952	R-818000	170.00	SETTLED	M1CS 724809; BPS Transaction for INS 90030952

Settlement Details

Payment Method	Debit Account (1050065)
Transaction No.	1833
Transaction Date	20-11-2018
E-Payment Transaction No.	
Amount (AED)	340.00

This Receipt is generated by the system and therefore does not require a signature



If the Payment Method selected as "e-Payment" then system navigates to e-Payment gateway and continue with providing the necessary details as mentioned in the Account top up scenario.

In case any error or insufficient account balance then system will show the respective error messages.

2.5. Initiated Payments / Recheck Payment Status

In case any error or unexpected browser closures etc., this option provides you to Track the incomplete Payment Transaction. This option also allows rechecking the Payment Status from payment gateway.

Mirsal II -> Support Services -> Bill Payment -> Initiated Payments

> [Bill Payment Service](#) > Initiated Payments

Bill Payment

[Invoices](#)
[Accounts](#)
[Account Statement](#)
[Initiated Payments](#)
[Payment History](#)
[Bill Status Enquiry](#)

Initiated Payments Details

Select	Payment Type	Transaction No.	Invoice / Account No.	Transaction Date	Amount (AED)
<input checked="" type="radio"/>	Declaration - Short Collection Demand Notice	1836	80001504	20-11-2018	520.00
<input type="radio"/>	Credit Account	1827	1222532	20-11-2018	1000001.00
<input type="radio"/>	Multiple Bill Settlement	1824		20-11-2018	340.00
<input type="radio"/>	Debit Account	1815	1050065	19-11-2018	2.00
<input type="radio"/>	Multiple Bill Settlement	1811		19-11-2018	10520.00
<input type="radio"/>	Multiple Bill Settlement	1777		11-11-2018	130.00

[Reset](#)
[Next >](#)

1. System displays the incomplete Payment Transaction with its details.
2. Select the item to be checked and click Next button.
3. System navigates to Payment Transaction details page as below.

> [Bill Payment Service](#) > [Initiated Payments](#) > Initiated Payments Details

Bill Payment

[Invoices](#)
[Accounts](#)
[Account Statement](#)
[Initiated Payments](#)
[Payment History](#)
[Bill Status Enquiry](#)

Transaction Number:	1836	Payment Type	Declaration - Short Collection Demand Notice
Invoice Date	15-11-2018	Transaction Date:	20-11-2018
Amount (AED)	520.00	Invoice / Account No.	80001504

[Previous](#)
[Recheck >](#)

4. Click Recheck button to check the status (Success, Failure, Initiated etc.).
5. System navigate the another page to show the current status of the transaction.

Payment History Details

Payment Transaction Details

Transaction No.	1836	Transaction Date	20-11-2018
DEG Transaction No.		DEG Transaction Date	
EPayment Transaction No	11213015	Initiated Date	20-11-2018 01:07:00
Initiated By	ufo	Status	INITIATED
Payment Mode			
Message	Payment Status Remarks: 80014 - Transaction In Progress		

Payment Details

Payment Type	Invoice / Account No.	Amount (AED)	Receipt No.	Remarks	Status
Declaration - Short Collection Demand Notice	80001504	520.00			NOT SETTLED

Close



Most of the time you get Success or Failure status. But sometimes gateway requires more time for verification with credit card merchant or any other reason, it give you a message that wait for 30 minutes to complete the transaction. In such case wait and recheck the status after 30 minutes.

6. If multiple invoices were selected as part of the payment then system displays the Payment type as "Multiple Bill Settlement".

> Bill Payment Service > Initiated Payments

Bill Payment

[Invoices](#) [Accounts](#) [Account Statement](#) [Initiated Payments](#) [Payment History](#) [Bill Status Enquiry](#)

Initiated Payments Details

Select	Payment Type	Transaction No.	Invoice / Account No.	Transaction Date	Amount (AED)
<input type="radio"/>	Declaration - Short Collection Demand Notice	1836	80001504	20-11-2018	520.00
<input type="radio"/>	Credit Account	1827	1222532	20-11-2018	1000001.00
<input type="radio"/>	Multiple Bill Settlement	1824		20-11-2018	340.00
<input type="radio"/>	Debit Account	1815	1050065	19-11-2018	2.00
<input type="radio"/>	Multiple Bill Settlement	1811		19-11-2018	10520.00
<input checked="" type="radio"/>	Multiple Bill Settlement	1777		11-11-2018	130.00

Reset

Next >

7. Click on the Transaction No. [Link](#) to view details.

Bill Transaction Details					
Payment Type	Invoice / Account No.	Invoice Date	Due Date	Amount (AED)	Status
Inspection - Demand Notice	90016297	15-07-2013	22-07-2013	20.00	NOT SETTLED
Inspection - Demand Notice	90016306	04-02-2014	11-02-2014	110.00	SETTLED
Total Selected Transactions: 2 Total Amount(AED): 130.00					
Close					

2.6. Account Statement

This option helps you to download Monthly Statement or Transaction List for the selected duration.

Mirsal II -> Support Services -> Bill Payment -> Account Statement

Bill Payment

Invoices
Accounts
Account Statement
Initiated Payments
Payment History
Bill Status Enquiry

Account Statement

Select	Account Type	Account	Available Balance(AED)
<input checked="" type="radio"/>	Credit Account	1222531 - UFO	1,413,367,405.00
<input type="radio"/>	Credit Account	1222532 - AL TRADING LLC	2,343,237,772.00
<input type="radio"/>	Credit Account	1222533 - UFO	1,204,550,208.00
<input type="radio"/>	Debit Account	1050065 - AL TRADING LLC	22,640.00

☒ Monthly Statement
 ☐ Transaction List

Year * 2016

Month * March

Download Format * PDF

Download

1. Choose the Year, Month and Download Format to download the Monthly Statement.
2. Click Download button.

FINANCE DEPARTMENT
STATEMENT OF ACCOUNT (Credit Account)

Account No.	1222531-UFO	Statement No.	185736
For Period	March 2016	Date	20-11-2018
Attention	WEWER		

1. Online Payment (Credit Card, Direct Debit, e-Dirham) using Bill Payment service in dubaltrade.ae
2. Pay directly to our account with below banks through virtual account nos allotted to you. (Any Bank Counter, ATM or Banknet)
No Virtual Account Mapped

Balance brought Forward	296,621.00 Dr	
Transaction for the Period	1,190.00 Dr	
Service Charge	70.00 Dr	[Including 20.00 Dirham Knowledge Innovation Fee]
Payment against current Period	0.00 Cr	
Account Balance	297,881.00 Dr	

TRANSACTION DETAILS

Type	Trans No.	Date	Amount (Dr.)	Amount (Cr.)	Bill Entry No.	Declaration No.	Customer Name	Clearing Agent Name	Remarks	Master Way Bill No.	House Way Bill No.	Client Ref No.
CDR	F-1518670	06-03-2016	100.00						INSPECTION CHARGES M1CS 290747;			
CDR	F-1518671	06-03-2016	10.00						KNOWLEDGE DIRHAMS M1CS 290747;			
CDR	F-1518672	06-03-2016	100.00						INSPECTION CHARGES M1CS 290750;			
CDR	F-1518673	06-03-2016	10.00						KNOWLEDGE DIRHAMS M1CS 290750;			
CDR	J-13691245	06-03-2016	20.00						KNOWLEDGE DIRHAMS M1CS 290744; INS;			

Page 1/3

Type	Trans No.	Date	Amount (Dr.)	Amount (Cr.)	Bill Entry No.	Declaration No.	Customer Name	Clearing Agent Name	Remarks	Master Way Bill No.	House Way Bill No.	Client Ref No.
									DwNo- 2030004276916			
CDR	J-13691246	06-03-2016	150.00						INSPECTION CHARGES M1CS 290744; INS; DwNo- 2030004276916			
CDR	J-13691246	06-03-2016	20.00						KNOWLEDGE DIRHAMS M1CS 290754; INS; DwNo- 2030004277816			
CDR	J-13691245	06-03-2016	150.00						INSPECTION CHARGES M1CS 290754; INS; DwNo- 2030004277816			
CDR	J-13693018	27-03-2016	20.00						KNOWLEDGE DIRHAMS M1CS 290984; INS; DwNo- 2030004283116			
CDR	J-13693019	27-03-2016	150.00						INSPECTION CHARGES M1CS 290984; INS; DwNo- 2030004283116			
CDR	J-13693029	27-03-2016	20.00						KNOWLEDGE DIRHAMS M1CS 290984; INS; DwNo- 2030004283216			
CDR	J-13693030	27-03-2016	150.00						INSPECTION CHARGES M1CS 290984; INS; DwNo- 2030004283216			
CDR	F-1518694	27-03-2016	150.00						INSPECTION CHARGES M1CS 290976; INS; DwNo- 3010174170616			
CDR	F-1518695	27-03-2016	20.00						KNOWLEDGE DIRHAMS M1CS 290976; INS; DwNo- 3010174170616			
CDR	F-1518711	29-03-2016	100.00						INSPECTION CHARGES M1CS 291019;			
CDR	F-1518712	29-03-2016	10.00						KNOWLEDGE DIRHAMS M1CS 291019;			
CDR	A-5719289	29-03-2016	10.00						SEAL CHARGE M1CS 291020; INS; DwNo- 3010174170616			

Page 2/3

> Bill Payment Service > Account Statement

Bill Payment

Invoices
Accounts
Account Statement
Initiated Payments
Payment History
Bill Status Enquiry

Account Statement

Select	Account Type	Account	Available Balance(AED)
<input type="radio"/>	Credit Account	1222531 - UFO	1,413,367,405.00
<input type="radio"/>	Credit Account	1222532 - AL TRADING LLC	2,343,237,772.00
<input checked="" type="radio"/>	Credit Account	1222533 - UFO	1,204,550,208.00
<input type="radio"/>	Debit Account	1050065 - AL TRADING LLC	22,640.00

☐ Monthly Statement
☒ Transaction List

From Date * 19-11-2018
To Date * 20-11-2018

Download Format * PDF
Download

1. Choose From Date, To Date and Download Format to download the Transaction List.
2. Click Download button.

FINANCE DEPARTMENT
ACCOUNT TRANSACTION LIST

Account Type Credit Account Account 1222533-UFO
From Date 19-11-2018 To Date 20-11-2018

TRANSACTION DETAILS

Type	Trans No.	Date	Amount (Dr.)	Amount (Cr.)	Bill Entry No.	Declaration No.	Customer Name	Clearing Agent Name	Remarks	Master Way Bill No.	House Way Bill No.	Client Ref No.
RCP-Debit Account	M-817994	19-11-2018		100.00					M3CS 724789; BPS Transaction for CDR 1222533			
RCP-Debit Account	M-817995	19-11-2018		100.00					M3CS 724790; BPS Transaction for CDR 1222533			
RCP-Debit Account	M-817998	20-11-2018		50,000.00					M3CS 724807; BPS Transaction for CDR 1222533			
Transaction Total				50,200.00								

-End of Statement of Accounts-
[This invoice is generated by the system and therefore does not require a signature.]

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2.7. View Payment History

This option helps you to search for the Payment Transactions done for specific period.

Mirsal II -> Support Services -> Bill Payment -> Payment History

> Bill Payment Service > Initiated Payments > Payment History

Bill Payment

Invoices
Accounts
Account Statement
Initiated Payments
Payment History
Bill Status Enquiry

Payment History Search

From Date * 20-11-2018
To Date * 20-11-2018

Search
Reset

Search Results

Payment Type	Transaction No.	Transaction Date	Invoice / Account No.	Status	Amount (AED)
Declaration - Short Collection Demand Notice	1836	20-11-2018 01:07:00	80001504	INITIATED	520.00
Mulitple Bill Settlement	1833	20-11-2018 12:06:00		SUCCESS	340.00
Credit Account	1832	20-11-2018 11:32:00	1222533 UFO	SUCCESS	50000.00
Mulitple Bill Settlement	1829	20-11-2018 11:11:00		SUCCESS	120170.00
Inspection - Demand Notice	1828	20-11-2018 11:09:00	90030949	SUCCESS	170.00
Credit Account	1827	20-11-2018 11:08:00	1222532 AL TRADING LLC	PENDING	1000001.00
Mulitple Bill Settlement	1824	20-11-2018 11:07:00		INITIATED	340.00
Inspection - Demand Notice	1823	20-11-2018 11:04:00	90017668	SUCCESS	10.00
Credit Account	1822	20-11-2018 10:53:00	1222531 UFO	SUCCESS	10000.00
Document Submission Invoice	1821	20-11-2018 10:20:00	19810	SUCCESS	3820.00

1 of 2

3. Enter the From Date and To Date for the historical transactions to be retrieved.

4. Click Search button. System displays all the payment transactions for the period requested.
5. In case multiple bill settlement, click the Transaction No. **Link** to view the details

Bill Transaction Details					
Payment Type	Invoice / Account No.	Invoice Date	Due Date	Amount (AED)	Status
Case Management Demand Notice	70000634	14-11-2018	21-11-2018	120000.00	SETTLED
Inspection - Demand Notice	90030950	31-03-2016	07-04-2016	170.00	SETTLED
Total Selected Transactions: 2 Total Amount(AED): 120170.00					
<div>✕ Close</div>					

2.8. Bill Status Enquiry

This option allows to search for a particular Invoice or Demand Notice to check the Bill Status.

Mirsal II -> Support Services -> Bill Payment -> Bill Status Enquiry

> Bill Payment Service > Bill Status Enquiry

1. Select the Invoice/Demand Notice type from the dropdown List.
2. Enter the Invoice or Account No. (In case Invoice No is having Location Code or Invoice Office then enter the "Location Code - Invoice No." Eg. A-1234565 otherwise enter only the Invoice No. Eg. 123445.)

Bill Payment

[Invoices](#) [Accounts](#) [Account Statement](#) [Initiated Payments](#) [Payment History](#) [Bill Status Enquiry](#)

Search

Payment Type * Inspection - Demand Notice

Invoice/Account No. * 90030949

[Q Search](#)

[Reset](#)

Payment Details

Invoice/Account No. 90030949

Invoice Date 31-03-2016

Account Name

Invoice Status Settled

Transaction Number	Transaction Date	Payment Mode	Amount (AED)	Status
1828	20-11-2018	ePayment	170.00	SUCCESS

3. Click on the Transaction No. Link to view the details.

Payment History Details

Payment Transaction Details

Transaction No.	1828	Transaction Date	20-11-2018
DEG Transaction No.	00000228413428	DEG Transaction Date	20-11-2018 11:08:28
EPayment Transaction No	11213013	Initiated Date	20-11-2018 11:09:00
Initiated By	ufo	Status	SUCCESS
Payment Mode	Credit Card		
Message	<p>Payment Status Remarks: SUCCESS</p> <p>Collection Status Remarks : Transaction has been processed successfully.</p>		

Payment Details

Payment Type	Invoice / Account No.	Amount (AED)	Receipt No.	Remarks	Status
Inspection - Demand Notice	90030949	170.00	Z-2819	M1CS 724805; BPS Transaction for INS-90030949	SETTLED

[Print](#)

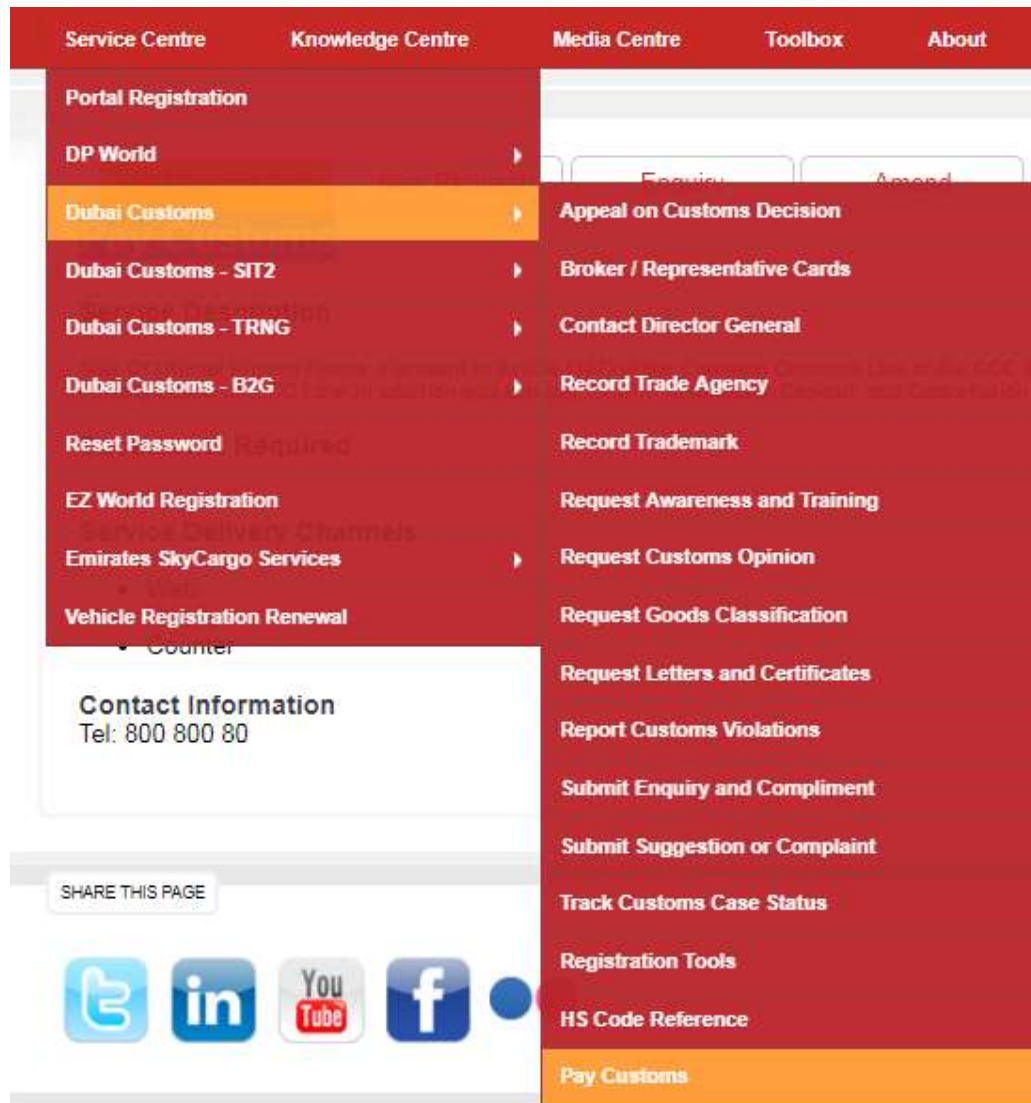
[Close](#)

2.9. Pay Bill

This option is for settling the Outstanding Invoice or Demand Notice issued by Dubai Customs from various sources like Claims, Inspection, Case Management, Post Clearance Audit etc without login to the application.

Service Centre -> Dubai Customs -> Pay Customs-> Pay Bill

1. Select "Service Centre -> Dubai Customs -> Pay Customs" From the top menu



2. Click on Pay Bill tab.


Pay Customs Introduction Pay Miscellaneous Charges Enquiry Miscellaneous Charges **Pay Bill**

Bill Payment



Pay Invoice

Invoice Type * Please Select Location Please Select

Invoice No * Amount *

Verification Code *  Email

Mobile Enter Mobile No. in 00971-XX-XXXXXXX format

 Search  Reset

3. Select the Invoice/Demand Notice type from the dropdown List.

Pay Customs Introduction Pay Miscellaneous Charges Enquiry Miscellaneous Charges **Pay Bill**

Bill Payment

Pay Invoice

Invoice Type * Standing Guarantee Service Charge Notice Location Please Select

Invoice No * Please Select Amount * 90

Verification Code * Cargo Reconciliation Invoice Email

Mobile Declaration - Short Collection Demand Notice

Deposit Claim Receivable - Cash

Deposit Claim Receivable - SG

Deposit Forfeiture Demand Notice

Deposit Receivable Invoice (DIPS)

Document Submission Invoice

Duty Claim Receivable - Cash

Inspection - Demand Notice

NR Claim Receivable

NR Forfeiture Demand Notice

NR Receivable Invoice (FZ Exit Entry)


SAS Invoice

SG Deposit Forfeiture Demand Notice

Standing Guarantee Demand Notice

Standing Guarantee Duty/Fine Invoice

Standing Guarantee Service Charge Notice

 Reset

4. In case Invoice No. is having Location Code or Invoice Office then select Location from the dropdown List.
5. Enter required information like Invoice No, Amount and Verification Code.
6. Click Search button.




Exact Total Invoice Amount has to be entered for retrieving the Invoices to avoid any misuse of this open service.

Pay Customs Introduction Pay Miscellaneous Charges Enquiry Miscellaneous Charges **Pay Bill**

Bill Payment

Pay Invoice

Invoice Type * Standing Guarantee Service Charge Notice Location Please Select
 Invoice No * 62564 Amount * 90
 Verification Code *  cpixc Email
 Mobile Enter Mobile No. in 00971-XX-XXXXXXX format

Q Search **Reset**

<input type="checkbox"/>	Invoice Type	Invoice Number	Invoice Date	Amount (AED)	Settled Amount (AED)	Balance Amount(AED)	Customer	Status
<input checked="" type="checkbox"/>	Standing Guarantee Service Charge Notice	62564	31-08-2016	90.00	0.00	90.00	AL TRADING LLC	Unpaid

Proceed to Pay >

7. Select the Invoice.
8. Click on Proceed to Pay button to continue with the Payment Method selection.

Pay Customs Introduction Pay Miscellaneous Charges Enquiry Miscellaneous Charges **Pay Bill**

Bill Payment

Selected Outstanding Bills

Payment Type	Invoice / Account No.	Invoice Date	Due Date	Amount (AED)
Standing Guarantee Service Charge Notice	62564	31-08-2016	07-09-2016	90.00

Total Selected Transactions:1 Total Amount(AED): 90.00

Payment Method
 Note* Card payment has maximum limit of AED 1,000,000.00

E-Payment

< Previous **Pay**

9. System displays the selected invoice with Total Amount to be paid.
10. Verify the details.
11. Select the Payment Method (only e-Payment is available).



Follow the same steps mentioned in Invoices and Demand Notice Settlement to complete the Payment by e-Payment. System navigates to e-Payment gateway and continue with providing the necessary details as mentioned in the Invoices and Demand Notice Settlement scenario.

12. Click on Print button from the search result to print the Bill Payment Settlement Receipt.


Pay Customs Introduction Pay Miscellaneous Charges Enquiry Miscellaneous Charges **Pay Bill**

Bill Payment


Pay Invoice

Invoice Type * Standing Guarantee Service Charge Notice Location Please Select

Invoice No * 62564 Amount * 90

Verification Code *  XXXX Email

Mobile Enter Mobile No. in 00971-XX-XXXXXXX format

<input type="checkbox"/>	Invoice Type	Invoice Number	Invoice Date	Amount (AED)	Settled Amount (AED)	Balance Amount(AED)	Customer	Status
<input type="checkbox"/>	Standing Guarantee Service Charge Notice	62564	31-08-2016	90.00	90.00	0.00	AL TRADING LLC	Paid 

Bill Payment Settlement Receipt

Business Details

Payment Type	Invoice / Account No.	Receipt No.	Amount (AED)	Status	Remarks
Standing Guarantee Service Charge Notice	62564	Z-2823	90.00	SETTLED	M1CS 724811; BPS Transaction for SGS-62564

Settlement Details

Payment Method

Transaction No. 1837

Transaction Date 21-11-2018

E-Payment Transaction No.

Amount (AED) 90.00

This Receipt is generated by the system and therefore does not require a signature



Bill Payment Settlement Receipt					
Business Details					
Payment Type	Invoice / Account No.	Receipt No.	Amount (AED)	Status	Remarks
Standing Guarantee Service Charge Notice	62564	Z-2823	90.00	SETTLED	M1CS 724811; BPS Transaction for SGS-62564
Settlement Details					
Payment Method					
Transaction No.		1837			
Transaction Date		21-11-2018			
E-Payment Transaction No.					
Amount (AED)		90.00			
This Receipt is generated by the system and therefore does not require a signature					

13. Click on Recheck button from the search result to recheck the Payment Status from the gateway, if the status is Initiated.

Pay Customs Introduction Pay Miscellaneous Charges Enquiry Miscellaneous Charges **Pay Bill**

Bill Payment

Pay Invoice

Invoice Type * Declaration - Short Collection Demand Notice Location Please Select

Invoice No * 80001505 Amount * 520

Verification Code * abyy Email

Mobile Enter Mobile No. in 00971-XX-XXXXXXX format

Q Search **Reset**

Invoice Type	Invoice Number	Invoice Date	Amount (AED)	Settled Amount (AED)	Balance Amount(AED)	Customer	Status
Declaration - Short Collection Demand Notice	80001505	15-11-2018	520.00	0.00	520.00	AL TRADING LLC	Initiated

2.10. Pay Bill -Mobile

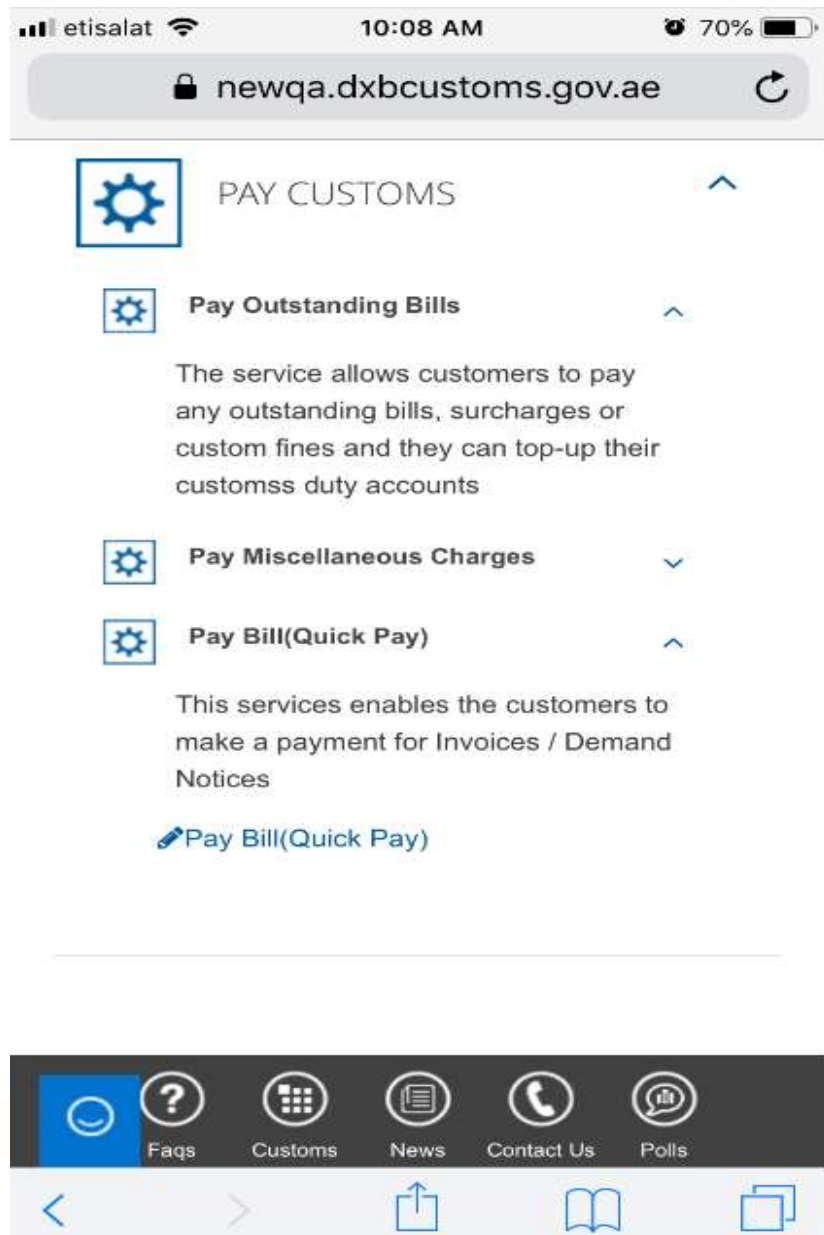
This option is for settling the Outstanding Invoice or Demand Notice issued by Dubai Customs from various sources like Claims, Inspection, Case Management, Post Clearance Audit etc through mobile devices.

Payment -> Pay Bill (Quick Pay)

1 . Select Payment -> Pay Bill (Quick Pay) -> Pay Bill (Quick Pay)



2 . Click on Pay Customs





3 . Click on Pay Bill (Quick Pay)



Bill Payment

Pay Invoice

Invoice Type *

Please Select

Location

Please Select

Invoice No *

Amount *

Verification Code *

axba

Email

Mobile

Enter Mobile No. in 00971-XX-XXXXXXX format

Search

Reset



- 4 . Select the Invoice/Demand Notice type from the dropdown List.

- 5 In case Invoice No. is having Location Code or Invoice Office then select Location from the dropdown List.
- 6 Enter required information like Invoice No, Amount and Verification Code.
- 7 Click Search button.

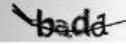
Pay Invoice

Invoice Type *
Declaration - Short Collection Demand Notice

Location
Please Select

Invoice No *
80001506

Amount *
620

Verification Code *
 aabc

Email

Mobile
Enter Mobile No. in 00971-XX-XXXXXXX format

Search Reset

	Invoice Type	Invoice Number	Invoice Date	Amount (AED)	Settled Amount (AED)	Balance Amount(AED)	Status
+ -	Declaration - Short Collection Demand Notice	80001506	15-11-2018	620.00	0.00	620.00	Unpaid

Proceed to Pay >

- 8 Select the Invoice.
- 9 Click on Proceed to Pay button to continue with the Payment Method selection.



Bill Payment

Selected Outstanding Bills

Payment Type	Invoice / Account No.	Amount (AED)
+ Declaration - Short Collection Demand Notice	80001506	620.00

Total Selected Transactions:1 Total Amount(AED): 620.00

Payment Method

Note* Card payment has maximum limit of AED 1,000,000.00

☒ E-Payment

< Previous

Pay

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10 System displays the selected invoice with Total Amount to be paid.

11 Verify the details.

12 Select the Payment Method (only e-Payment is available).



Follow the same steps mentioned in Invoices and Demand Notice Settlement to complete the Payment by e-Payment. System navigates to e-Payment gateway and continue with providing the necessary details as mentioned in the Invoices and Demand Notice Settlement scenario.

13 Click on Print button from the search result to print the Bill Payment Settlement Receipt.



Payment History Details

Payment Transaction Details

Transaction No.	1843	Transaction Date	16-12-2018
DEG Transaction No.	00000228449919	DEG Transaction Date	16-12-2018 10:52:20
EPayment Transaction No	11213067	Initiated Date	16-12-2018 10:53:00
Initiated By	BPS_OPENSERVICE	Status	SUCCESS
Payment Mode	Credit Card		
Message	Payment Status Remarks: SUCCESS Collection Status Remarks : Transaction has been processed successfully.		

Payment Details

Payment Type	Invoice / Account No.	Amount (AED)	Receipt No.	Remarks	Status
Declaration - Short Collection Demand Notice	80001506	620.00	Z-3145	M1CS 746441; BPS Transaction for SCD-80001506	SETTLED



Print

Close

Bill Payment Settlement Receipt

Business Details

Name	Al Trading LLC				
Business Code	AE-1049640				
Payment Type	Invoice / Account No.	Receipt No.	Amount (AED)	Status	Remarks
Declaration - Short Collection Demand Notice	80001506	Z-3145	620.00	SETTLED	M1CS 746441; BPS Transaction for SCD-80001506

Settlement Details

Payment Method	Credit Card
Transaction No.	1843
Transaction Date	16-12-2018
E-Payment Transaction No.	11213067
Amount (AED)	620.00

This Receipt is generated by the system and therefore does not require a signature

Print

Close



12/16/2018

Dubai Customs

Bill Payment Settlement Receipt					
Business Details					
Name		AI Trading LLC			
Business Code		AE-1049640			
Payment Type	Invoice / Account No.	Receipt No.	Amount (AED)	Status	Remarks
Declaration - Short Collection Demand Notice	80001506	Z-3145	620.00	SETTLED	M1CS 746441; BPS Transaction for SCD-80001506
Settlement Details					
Payment Method		Credit Card			
Transaction No.		1843			
Transaction Date		16-12-2018			
E-Payment Transaction No.		11213057			
Amount (AED)		620.00			
This Receipt is generated by the system and therefore does not require a signature					

2.11. Top up Accounts





This option is to Top-up the Debit Account (e-Wallet) and settle the CDR Account for the outstanding amount without logging in to the Dubai Trade Services. This option also can be used for Advance Payment of CDR Account to increase the balance.

Service Centre -> Dubai Customs -> Pay Customs-> Top up Accounts

1. Select "**Service Centre -> Dubai Customs -> Pay Customs**" From the top menu

Service Centre	Knowledge Centre	Media Centre	Toolbox	About
Portal Registration DP World Dubai Customs Dubai Customs - SIT2 Dubai Customs - TRNG Dubai Customs - B2G Reset Password EZ World Registration Emirates SkyCargo Services Vehicle Registration Renewal Counter Contact Information Tel: 800 800 80			Appeal on Customs Decision Broker / Representative Cards Contact Director General Record Trade Agency Record Trademark Request Awareness and Training Request Customs Opinion Request Goods Classification Request Letters and Certificates Report Customs Violations Submit Enquiry and Compliment Submit Suggestion or Complaint Track Customs Case Status Registration Tools HS Code Reference Pay Customs	

SHARE THIS PAGE

Pay Customs Introduction Pay Miscellaneous Charges Enquiry Miscellaneous Charges Pay Bill Top up Accounts

Service Description

This Service enables the Customer to pay Miscellaneous Charges, Pay Bills and Top-Up Account.

Pay Miscellaneous Charges

This service enables the Customer to make payments against the service type of "Sale of Official Printed Forms and Documents"

Pay Bill

This service enable the Customer to make payments against the Invoices/Demand Notices

Top Up Accounts

This Service enables the Customer to top up the Credit Account (CDR)/Debit Account through e-Payment Mode

Service Delivery Channels

- Web
- Mobile
- Counter
-

Contact Information

Tel: 800 800 80

2. Click on Top up Accounts tab.

Pay Customs Introduction Pay Miscellaneous Charges Enquiry Miscellaneous Charges Pay Bill Top up Accounts

Bill Payment

Top up Enquiry

Business Code * AE-1049640
Account Type * Debit Account
Account Number * 1050065
Email * shahina.musthafa@dubaicustoms.ae
Verification Code * 65xy [bxw]

Search

Reset

3. Provide required information like Business Code, Account Type, Account Number, Email and Verification Code.
4. Click Search button.

Pay Customs Introduction Pay Miscellaneous Charges Enquiry Miscellaneous Charges Pay Bill **Top up Accounts**

Bill Payment


Top up Enquiry

Business Code * AE-1049640

Account Type * Debit Account

Account Number * 1050065

Email * shahina.musthafa@dubai-customs.ae

Verification Code *  bwxxy

Search Reset

Business Code & Name	Account	Amount
AE-1049640 - Al Trading LLC	1050065 - AL TRADING LLC	1200

Payment Method

Note* Card payment has maximum limit of AED 1,000,000.00

☒ E-Payment

Pay

- System displays the selected Account along with Business Code and Name.
- Verify the details.
- Enter Amount.
- Select the Payment Method (only e-Payment is available).
- Click on Pay button.
- System displays the Bill Payment confirmation screen as below.

Bill Payment Confirmation

By clicking the confirm button, you are authorizing us to redirect your request for payment of 1 transaction(s) of total amount **AED 1,200** through Dubai E-Government payment site.

Confirm Cancel



Follow the same steps mentioned in Invoices and Demand Notice Settlement to complete the Payment by e-Payment. System navigates to e-Payment gateway and continue with providing the necessary details as mentioned in the Invoices and Demand Notice Settlement scenario.

Payment Transaction Details

Payment Transaction Details

Transaction No.	2050	Transaction Date	06-11-2019
DEG Transaction No.	00000228758800	DEG Transaction Date	06-11-2019 10:37:43
EPayment Transaction No	11213573	Initiated Date	06-11-2019 10:38:00
Initiated By	BPS_OPENSERVICE	Status	SUCCESS
Payment Mode	Credit Card		
Message	Payment Status Remarks: SUCCESS Collection Status Remarks : Transaction has been processed successfully.		

Payment Details

Payment Type	Invoice / Account No.	Amount (AED)	Receipt No.	Remarks	Status
Debit Account	1050065 AL TRADING LLC	1200.00	Z-3498	M1CS 984237; BPS Transaction for DDR-1050065	SETTLED

Close

11. Close Payment Transaction Details to navigate to Top up Accounts screen.

Pay Customs Introduction

Pay Miscellaneous Charges

Enquiry Miscellaneous Charges

Pay Bill

Top up Accounts

Bill Payment

Top up

Enquiry

Business Code *

AE-1049640

Account Type *

Debit Account

Account Number *

1050065

Email *

shahina.musthafa@dubai-customs.ae

Verification Code *

Search

Reset

Business Code & Name	Account	Amount	Transaction No.	Status
AE-1049640 - Al Trading LLC	1050065 - AL TRADING LLC	1,200.00	2050	SUCCESS

12. Click on Recheck button from the search result to recheck the Payment Status from the gateway, if the status is Initiated

Pay Customs Introduction Pay Miscellaneous Charges Enquiry Miscellaneous Charges Pay Bill **Top up Accounts**

Bill Payment


Top up Enquiry

Business Code * AE-1049640

Account Type * Debit Account

Account Number * 1050065

Email * shahina.mustafa@dubaicustoms.ae

Verification Code *  ycpa

Search Reset

Business Code & Name	Account	Amount
AE-1049640 - AI Trading LLC	1050065 - AL TRADING LLC	1,200.00

Note -> Request is in progress. Kindly recheck to get the latest status

Recheck

2.11.1. Top up Accounts Enquiry

1. Select "Enquiry" from Top up Accounts screen.

Pay Customs Introduction Pay Miscellaneous Charges Enquiry Miscellaneous Charges Pay Bill **Top up Accounts**

Bill Payment


Top up Enquiry

Business Code * AE-1049640

Account Type * Debit Account

Account Number * 1050065

Transaction No. * 2047

Verification Code *  wcvd

Search Reset

2. Provide required information like Business Code, Account Type, Account Number, Transaction Number and Verification Code.
3. Click Search button.

Pay Customs Introduction Pay Miscellaneous Charges Enquiry Miscellaneous Charges Pay Bill **Top up Accounts**

Bill Payment


Top up Enquiry

Business Code * AE-1049640


Account Type * Debit Account

Account Number * 1050065

Transaction No. * 2047

Verification Code *  wcvd

Search Reset

Business Code & Name	Account	Amount	Status
AE-1049640 - AI Trading LLC	1050065 - AL TRADING LLC	1,200.00	SUCCESS 



- Click on Print button from the search result to print the Bill Payment Settlement Receipt.

Bill Payment Settlement Receipt

Business Details

Payment Type	Invoice / Account No.	Receipt No.	Amount (AED)	Status	Remarks
Debit Account	1050065 AL TRADING LLC	Z-3495	1200.00	SETTLED	M1CS 984232; BPS Transaction for DDR-1050065

Settlement Details

Payment Method	Credit Card
Transaction No.	2047
Transaction Date	06-11-2019
E-Payment Transaction No.	11213569
Amount (AED)	1200.00

This Receipt is generated by the system and therefore does not require a signature

Print

Close



11/6/2019

Dubai Customs



Bill Payment Settlement Receipt

Business Details

Payment Type	Invoice / Account No.	Receipt No.	Amount (AED)	Status	Remarks
Debit Account	1050065 AL TRADING LLC	Z-3495	1200.00	SETTLED	M1CS 984232; BPS Transaction for DDR-1050065

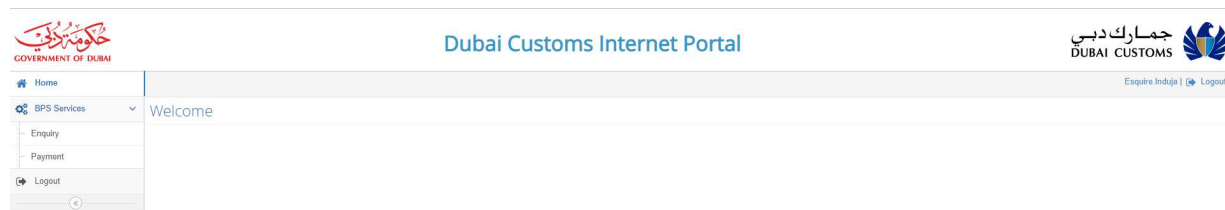
Settlement Details

Payment Method	Credit Card
Transaction No.	2047
Transaction Date	06-11-2019
E-Payment Transaction No.	11213569
Amount (AED)	1200.00

This Receipt is generated by the system and therefore does not require a signature

3. Bill Payment Service (Internal User)

1. Open Dubai Customs Internet Portal



3.1. Payment

1. Select "Bill Payment Services → Payment" from the left menu.

Bill Payment

Business Code * AE-1049138

Proceed

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2. Enter Business Code.
3. Click on Proceed button.

3.1.1. Invoice Search

1. Select **Bill Payment Services → Payment**

Business Code

AE-1049138 [\(Change Business\)](#)

Business Name

old' zxdsdzsdzsdzsd'flimited maximum do'bl'heck new company for testing business namelength chk'

Bill Payment

Invoices

Accounts

Account Statement

Initiated Payments

Payment History

Bill Status Enquiry

Advanced Search

Quick Search

From Date *

01-01-2007

To Date *

06-11-2019

Invoice Type *

All

Status *

Unpaid

Search

Reset

2. Refer 2.1 Invoice Search for Advance Search and Quick Search options.

3.1.2. Accounts Top-up / Settlement

1. Select **Bill Payment Services → Payment → Accounts**

Business Code: AE-1049138 (Change Business)
Business Name: old' zxdssdsdsdsd'flimited maximum do'bl'heck new company for testing business namelength chk'

Bill Payment

Invoices
Accounts
Account Statement
Initiated Payments
Payment History
Bill Status Enquiry

Select	Account Type	Account	Available Balance(AED)
<input type="checkbox"/>	Credit Account	1112514 - OLD' ZXDSDSDSDSDSDSDFLIMITED MAXI	9,992,199,638.00
<input checked="" type="checkbox"/>	Credit Account	1112565 - OLD' ZXDSDSDSDSDSDSDFLIMITED	98,867,458.00
<input type="checkbox"/>	Credit Account	1112616 - OLD' ZXDSDSDSDSDSDSDFLIMITED MAXI	200.00
<input type="checkbox"/>	Debit Account	1050002 - OLD' ZXDSDSDSDSDSDSDFLIMITED MAXI	64,926.35
<input type="checkbox"/>	Debit Account	1050003 - OLD' ZXDSDSDSDSDSDSDFLIMITED MAXI	4.50
<input type="checkbox"/>	Debit Account	1050004 - OLD' ZXDSDSDSDSDSDSDFLIMITED	8,693.00

[Proceed to Pay >](#)

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2. Refer 2.3 Accounts Top-up / Settlement by Debit Account for details.



Debit Account option only will be available as Payment Method.

3.1.3. Invoices and Demand Notice Settlement

1. Select **Bill Payment Services** → **Payment** → **Invoices**

Business Code
AE-1049138 (Change Business)
Business Name
old' zxdssdsdsdsdsd'flimited maximum do'bl'heck new company for testing business namelength chk'

Bill Payment

Invoices
Accounts
Account Statement
Initiated Payments
Payment History
Bill Status Enquiry

Advanced Search
Quick Search

From Date * 25-10-2019
To Date * 07-11-2019
Invoice Type * All
Status * Unpaid

Search
Reset

To Print the invoice please click on the invoice Number

Invoice Type	Invoice Number	Invoice Date	Amount (AED)	Settled Amount (AED)	Balance Amount (AED)	Status
Document Submission Invoice	2551	26-10-2019	400.00	0.00	400.00	Unpaid
Document Submission Invoice	2552	26-10-2019	400.00	0.00	400.00	Unpaid
Document Submission Invoice	2551	26-10-2019	400.00	0.00	400.00	Unpaid
Document Submission Invoice	2552	26-10-2019	400.00	0.00	400.00	Unpaid
Document Submission Invoice	2554	26-10-2019	400.00	0.00	400.00	Unpaid
Document Submission Invoice	2557	26-10-2019	400.00	0.00	400.00	Unpaid
Document Submission Invoice	2558	26-10-2019	400.00	0.00	400.00	Unpaid
Document Submission Invoice	2560	26-10-2019	400.00	0.00	400.00	Unpaid
Document Submission Invoice	2563	26-10-2019	400.00	0.00	400.00	Unpaid
Document Submission Invoice	2564	26-10-2019	400.00	0.00	400.00	Unpaid
Document Submission Invoice	2566	26-10-2019	400.00	0.00	400.00	Unpaid
Document Submission Invoice	2567	26-10-2019	400.00	0.00	400.00	Unpaid

<<
<
1
2
3
>
>>

Proceed to Pay >

2. Refer 2.4 Invoices and Demand Notice Settlement for details.



Debit Account option only will be available as Payment Method.

3.1.4.Account Statement

3. Select **Bill Payment Services** → **Payment** → **Accounts Statement**

Business Code

AE-1049138 ([Change Business](#))

Business Name

old' zxdssdsdsdsdsd'flimited maximum do'bl'heck new company for testing business namelength chk'

Bill Payment

Invoices

Accounts

Account Statement

Initiated Payments

Payment History

Bill Status Enquiry

Account Statement

Select	Account Type	Account	Available Balance(AED)
<input checked="" type="checkbox"/>	Credit Account	1112514 - OLD' ZXDSDSDSDSDSDSD'FLIMITED MAXI	9,992,199,638.00
<input type="checkbox"/>	Credit Account	1112565 - OLD' ZXDSDSDSDSDSDSD'FLIMITED	98,867,458.00
<input type="checkbox"/>	Credit Account	1112616 - OLD' ZXDSDSDSDSDSDSD'FLIMITED MAXI	200.00
<input type="checkbox"/>	Debit Account	1050002 - OLD' ZXDSDSDSDSDSDSD'FLIMITED MAXI	64,926.35
<input type="checkbox"/>	Debit Account	1050003 - OLD' ZXDSDSDSDSDSDSD'FLIMITED MAXI	4.50
<input type="checkbox"/>	Debit Account	1050004 - OLD' ZXDSDSDSDSDSDSD'FLIMITED	8,693.00

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4. Refer 2.6 Accounts Statement for details.

3.1.5. Initiated Payments / Recheck Payment Status

1. Select **Bill Payment Services** → **Payment** → **Initiated Payments**

Business Code
AE-1049138 (Change Business)
Business Name
old' zxdsdssdsdsdsd'flimited maximum do'bl'heck new company for testing business namelength chk'

Bill Payment

Invoices
Accounts
Account Statement
Initiated Payments
Payment History
Bill Status Enquiry

Initiated Payments Details

Select	Payment Type	Transaction No.	Invoice / Account No.	Transaction Date	Amount (AED)
<input checked="" type="checkbox"/>	CRN SEA Import Manifest Discrepancy Fine Invoice	687	1000001663	18-04-2019	520.00
<input type="checkbox"/>	CRN SEA Import Manifest Discrepancy Fine Invoice	647	1000005062	21-03-2019	533.67
<input type="checkbox"/>	CRN SEA Import Manifest Discrepancy Fine Invoice	620	1000004016	10-02-2019	530.00
<input type="checkbox"/>	CRN SEA Import Manifest Discrepancy Fine Invoice	619	1000004006	10-02-2019	470.00
<input type="checkbox"/>	Multiple Bill Settlement	594		07-01-2019	1799.00
<input type="checkbox"/>	CRN SEA Import Manifest Discrepancy Fine Invoice	559	1000003043	15-08-2018	520.00
<input type="checkbox"/>	CRN SEA Import Manifest Discrepancy Fine Invoice	554	1000001845	09-08-2018	520.00
<input type="checkbox"/>	CRN SEA Import Manifest Discrepancy Fine Invoice	542	1000001901	12-07-2018	520.00
<input type="checkbox"/>	CRN SEA Import Manifest Discrepancy Fine Invoice	539	1000001843	11-07-2018	520.00
<input type="checkbox"/>	Multiple Bill Settlement	477		24-06-2018	6100.00

Reset
Next

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2. Refer 2.6 Initiated Payments / Recheck Payment Status for details.

3.1.6.View Payment History

1. Select **Bill Payment Services** → **Payment** → **Payment History**

Business Code
AE-1049138 (Change Business)
Business Name
old' zxdsdssdsdsdsd'flimited maximum do'bl'heck new company for testing business namelength chk'

Bill Payment

Invoices
Accounts
Account Statement
Initiated Payments
Payment History
Bill Status Enquiry

Payment History Search

From Date * 05-11-2019
To Date * 06-11-2019

Search
Reset

2. Refer 2.7 View Payment History for details.

3.1.7. Bill Status Enquiry

1. Select **Bill Payment Services → Payment → Bill Status Enquiry**

Business Code	AE-1049138 (Change Business)	Business Name	old' zxdssdsdsdsdsd'flimited maximum do'bl'"heck new company for testing business namelength chk'
---------------	--	---------------	---

Bill Payment

Invoices Accounts Account Statement Initiated Payments Payment History **Bill Status Enquiry**

Search

Payment Type * Invoice/Account No. *

2. Refer 2.8 Bill Status Enquiry for details.

3.2. Enquiry

1. Select "**Bill Payment Services → Enquiry**" from the left menu.

Bill Payment

Business Code *

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2. Enter Business Code.
3. Click on Proceed button.

Business Code	AE-1049138 (Change Business)	Business Name	old' zxdsdssdsdsdsd'flimited maximum do'bl'heck new company for testing business namelength chk'
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Bill Payment

[Invoices](#)
[Accounts](#)
[Account Statement](#)
[Initiated Payments](#)
[Payment History](#)
[Bill Status Enquiry](#)

[Advanced Search](#)
[Quick Search](#)

From Date *	01-01-2007	To Date *	06-11-2019
Invoice Type *	All	Status *	Unpaid
Search		Reset	

4. Refer 3.1 Payment for the options.



Option to proceed for payment in Invoices/Accounts/Initiated Payments will not be available, if the user does not have access to Payment.