



LAND REGISTRATION AT DUBAI LAND DEPARTMENT FOR THE DESIGNATED AREAS BY THE PROPERTY LAW

Documents Required

- Sale Agreement Copy.
- Copy of Manager's Cheque for registration fees payable to Dubai Land Department (If applicable).
- **For Local & UAE Residents (including GCC residents):**
 - Passport copy.
 - Emirates ID copy front & back
 - A Recent Marsoom Copy addressed to Dubai Land Department not older than 20 days. (if applicable)
 - Residency Visa. (if applicable)
- **For Non UAE Residents:**
 - Passport copy.
- **For GCC Customers (Non Residents):**
 - Passport copy.
 - National ID copy.
- **Mortgaged Properties:**
 - Arabic Request letter from bank addressed to Dubai Land Department.
 - Mortgage Contract.
 - Ejara Letter addressed to Dubai Land Department. (For Islamic Finance if applicable)
- **For Plots and/or shell properties:**
 - Dubai Municipality Completion Certificate (for land sale plots and/or shell & core units)
- **For Company owned:**
 - please refer to the Company documents fact sheet

IMPORTANT NOTE

All documents must be scanned colored & clear In PDF format with clear background (no mobile photos are accepted by Dubai Land Department)

Note:

- Registration applies for all property types and is mandatory by law.
- For future transactions after Registration of the property, the Land Department will require a No Objection Letter (NOC) from Emaar.
- Please ensure to complete payment of service fees and all dues till date of submitting the application.
- Incomplete applications will be closed after 5 working days from the date of the email notification.
- All e-mail communications will be on the registered e-mail ID's only.
- Any of the owner can apply in case of multiple owners.

Contacts

For any enquiries please contact:
 Tel: 800 EMAAR (36227)
 Tel: +971 4 366 1688
 Web: www.emaar.com
 Couriering Address:
 Emaar Properties PJSC
 Emaar Square, Downtown Dubai
 Property Registration Dep.

Dear Home Owner,

Kindly read the information provided in this document for easy reference in completing your Land Registration (Title Deed) application.

Submission:

- All registration has to be submitted online via E-Services Emaar App which can be downloaded from IOS Apps Store/ or thru the web by visiting www.emaar.com under E-Services. Existing users can log in with their Username & Password, New users has to register first.

Fees:

- AED 500 as administrative fees payable Online at time of application.
- Provide a copy of the paid Pre-registration fee of AED 3,000/- or applicable fee to the Emirates Real Estate Solution is AED 602/- payable via one of below options:
 - a) Cash deposit at Emaar cash counters. (please present application number at time of payment)
 - b) Cash deposit in the below applicable Wallets ID's via Al Ansari Exchange. Original Receipt to be submitted.

Wallet ID	Communities
DW108964	Emirates Living, Greens, Views, Dubai Marina, Arabian Ranches, Dubai Downtown

Urgent fee is AED 5,020/- Payable via Manager cheque to Dubai Land Department (cash or personal cheques are not acceptable)

*All fees paid are non-refundable

Processing Time:

- 30 Days to receive Title Deed from Dubai Land Department Via Aramex, from the date of receiving valid & complete documents.
- Urgent: 3 Days to receive Title Deed from Dubai Land Department Via Aramex, from the date of receiving valid & complete documents. Expedite fee is payable to Dubai Land Department & must be submitted in person at customer center.

Note: All applications are subject to approval. The policy and procedures may change without prior notice.