EMIRATES ID CARDS

Process description

Please follow the steps below:

1. *Fill in the e-form at any authorized Typing Centre and submit the required documents.*
2. *Pay the service fee.*
3. *Receive an SMS determining the date and place of registration.*
4. *Visit the service point at the Registration Centre stated in the SMS on the determined date and time and submit the required documents.*
5. *Pay the registration fee.*
6. *Complete the registration process at the designated counters (biometric data capture).*
7. *Receive the card which will be sent via registered express mail.*

Registration Process

All people should go to Emirates ID service points for photographing and fingerprinting, except people under 15.

Step One:

Fill in the e-form at any authorized Typing Center. (check authorized Typing Centers on the list below).

Documents required when filling in the e-form at the Typing Centers:

UAE Nationals

- Original valid passport.
- Original Family Book.
- Only for children below 15 years old: Colored passport-size photo with light blue background.
- Registration fees: AED 100.
- Service fees: AED 70.

Residents

- Original valid passport.
- Valid residency permit.
- Only for children below 15 years old: Colored passport-size photo with light blue background.
- Registration fees: AED 100 per year.
- Service fees: AED 70.

GCC Nationals

- Original valid passport.
- Original document proofing holder's residence in the UAE: (valid employment certification or valid lease agreement).
- Only for children below 15 years old: Colored passport-size photo with light blue background.
- Registration fees: AED 100 per year.
- Service fees: AED 70.

Step Two:

Having completed typing the e-form, the customer will receive an SMS determining the date and place of registration.

Step Three:

After receiving the SMS, the customer will visit the service point stated in the SMS caring his/her original supporting passport on the determined date and time to complete photographing and fingerprinting process.

For more information, please contact our Call Center at (04-208-4949)

Important Notes:

- Registration fees of children below 15 (all nationalities) is AED 50 in addition to AED 70 as service fees.
- The customer is not required to attend to the Typing Center himself, **but he/she must visit the registration center himself to finalize ID registration procedures (photographing + fingerprinting).**
- People over 15 must bring the Typing Center receipt together with the original passport.
- Colored contact lenses and hand henna are not allowed at the time of registration.
- The customer must wear the official uniform of his/her homeland.
- **Any additional amounts required by the typing centers, other than amounts stated above, are not legal and such centers will be legally accountable for that. Emirates ID reserves the right to take all legal and administrative actions against centers colleting additional fees**

Fees:

Fee	Value (in AED)
Residents registration	100 per year of visa validity
Residents registration for children under the age of fifteen	70 per year of visa validity
Typing Centre service	70
Replacement for lost or damaged card	320
Card delivery per person	20

Registration Centers for the Emirates ID

Abu Dhabi

Registration Center Name	Addresses	Tel. No.	Fax No.
ADNAC R.C.	Al Mushrif Area – inside Abu Dhabi National Exhibition Center (ADNEC) - Enter from Gate D	024445914	

- ## Typing Centers ABU DHABI

Typing Center Name	Location	Telephone
Abu Ashraf	Abu Dhabi - Bani Yas - National Cinema	02-6770302
Abu Ghoneim Office	Al Matar street, nearby Al Jawazat	02-4462225
Ahmed Mahfouz for Typing and Photocopying	Al Matar street, below the bridge	02-4451724
Al Adham for Typing and photocopying	Khalidia, Zayed the First street, Sahl bin Manee Al Rumaithi heirs building	02-6658771
Al Amal	Electra Street	02-6713340
Al Amin for Typing and Photocopying	Khalifa street, behind Abu Dhabi Islamic Bank	02-6269559
Al Badr for Typing and Photocopying	Al Mushref Area, next to main Jawazat	050-5319198
Al Baghdad	Al Khaleej Newspaper area, Al Zafra street	02-4457606
Al Baraha office for Typing and Photocopying	Hamdan Street	02-6770575
Al Dana for Typing and Photocopying	Al Mushref Area, next to main Jawazat	02-4460639
Al Diyafa Typing Office	Tourist Club, Hamdan Street	02-6791822
Al Empratour for Typing and Photocopying	Al Matar Street	055-7800497
Al Esteklal for Typing and Photocopying	Al Salam Street	055-6208310

Al Fada	Al Moroor, Al Moroor Street	02-4465543
Al Faihaa for Typing and photocopying	Abu Dhabi, nearby Jawazat	02-4463794
Al Fann for typing and Photocopying	Al Mushref Area, next to main Jawazat	02-4463087
Al Fann for typing and Photocopying (Branch)	Al Mushref Area, next to main Jawazat	02-4461479
Al Fourth Rob'e for Typing	Al Falah Street	02-6412776
Al Ghadeer	Musaffah Shabeya - East	02-5523894
Al Hadaf for Typing and Photocopying	Khalidia, Zayed First Street, behind KM Commercial	
Al Husaam Office	Al Markazeya, Hamdan Street	02-6334426
Al Ibtehal for Typing and Photocopying	Tourist Club	02-6161556
Al Ikhwa for Typing and photocopying	Al Salam Street	02-6782878
Al Khansaa Office	Al Matar street, nearby Al Jawazat	02-4456235
Al Laseq	Abu Dhabi - Al Shabeya next to Safeer Mall	02-5529791
Al Louloa for Consulting and Typing Services	Al Salam street, Mohamed Mohamed building, behind Al Mazrouei	02-6748701 / 02-6748703
Al Madina for Typing and Photocopying	Al Falah intersection with Al Moroor street, opposite to Jumpo Electronics	02-6326882
Al Mahatta for Typing and Photocopying	Hamdan Street, behind Al Noor new hospital	02-6272090
Al Mashreq for Typing and Photocopying	Khalifa street, behind Abu Dhabi Islamic Bank	02-6262063
Al Meskhah for Typing Services	Al Jawazat street, opposite to Fatima Super Market	02-6278090
Al Moheet	Musaffah - East	03-5552811
Al Motamad	Beda Zayed, Al Jawazat	055-5802103

Al Mushref for Typing and Photocopying	Al Mushref	02-4434557
Al Mutakhases for Typing and Photocopying	Hamdan street, next to Darwish Mosque	02-6393960
Al Qubtan	Abu Dhabi - Tourist Club next to the Fatima Supermarket	02-6441254
Al Raay for Typewriting	Sheikh Hazzaa bin Zayed street	02-6419700
Al Resala for Typing and Photocopying	Al Matar street intersection with Al Saada street, nearby Al Jawazat Al Raeseya	02-4450313
Al Rokn Al Zahabi	Bani Yass, inside Jawazat building	050-3151321
Al Safa	Khalidia next to Etissalat	02-6334437
Al Shabouh New Office	Al Mushref Area, next to main Jawazat	02-4461479
Al Shadi for Typing and Photocopying	Al Najda street, next to the National Hospital, behind Al Mahmasa Al Lebnaneyah	02-6711793
Al Sharq Al Awsat	Electra Street	02-6720713
Al Shorooq Office	New Shahama, Next to Shezar restaurant	02-5634234
Al Tawakul Studio	Abu Dhabi, Al Zafra Street, Moroor	02-4484463
Al Tawfiq for Typing and Photocopying	Next to Al Muhairi Center	02-6336308
Al Werdani	Beda Zayed, Al Jawazat	055-5802103
Al Yasmin for typing and photocopying	Al Mushref Area, next to main Jawazat	050-5128955
Al Zahraa Al Zahabeya office for Typing and Photocopying	Al Moroor street, next to Bus Station	02-4432997
Alaswad & Alabeid	Al Jawazat Street	02-6345046
Albasit	Bodaa Zayed	02-8843001
Alfehedi	Al Matar Street	02-4456127
Almaktab Alsourei	Al Matar Street	02-4461565

Alnabea Alsafi	Khalidia next to Etissalat	02-6344140
Alreda	Al Moroor Street	02-6420267
Alshatea Alarabei	Nearby Zayed City	02-6328522
Alzaeem Alzahabi	Khalidia next to Etissalat	02-6334082
Andix for Typing and Photocopying	Electra Street	06-311560
Ardh Al Kenana for typing and photocopying	Al Jawazat intersection with Al Matar street, next to National Bank of Abu Dhabi	02-6419125
Arous Al Nile for Typing and Photocopying	Al Mushref Area, next to main Jawazat	02-4434774
Asfour Typing Office	Tourist Club, Abdullah Essa Al Mazrouei building	02-6789032
Badr Al Bodour for administrative services	Al Khalidia, behind Zahrat Lebnan bakery	02-6667761
Bayanat	Abu Dhabi, Al Moroor Street, next Union National Bank	02-4496531

ID Card Renewal Process

Category	Validity Of ID Card	Requirements	Fees
Locals	5 years from Card Issuance Date	- Valid Original Passport - Original Family Book - Expired ID Card	120 AED Over 15 70AED Under 15
Residents	ID card validity is directly linked to the validity of the residency permit once expired or terminated the ID card Expires	- Valid Original Passport - Renewed Valid Visa Permit - Expired ID Card	100AED for each year the Visa is valid for and 20AED for delivery
GCC Citizens	1 to 5 years from Card Issuance Date according to the Customers requirements.	- Valid Original Passport - Expired ID Card	100AED for each year the ID Card is valid for 20AED for delivery

General Inquires

Do I need to prepare an application form when renewing my ID Card?

No application form is needed when renewing the ID Card.

What is the card renewing process?

- Reach the Registration Center with the above mentioned documents
- Go to the Card Renewal and Replacement Work Station
- Update information already in the system where needed.
- Capture a new picture
- Capture a new signature
- Capture New Fingerprints only if previously captured prints were unclear.

What are the Registration Centers that have renewing Station?

- Musafa
- Madinat Zayed

Lost / Stolen ID card

- Card holder is responsible personally to notify the nearest EIDA registration Center about the lost of his/her ID Card in order to issue a new ID Card with the same unique ID Number (reissuing fees are 320 AED).
- Once the case is reported, the system automatically deactivates the ID card certificates and thus the Card can't be used for authenticating the holder anymore.

26/12/2010