



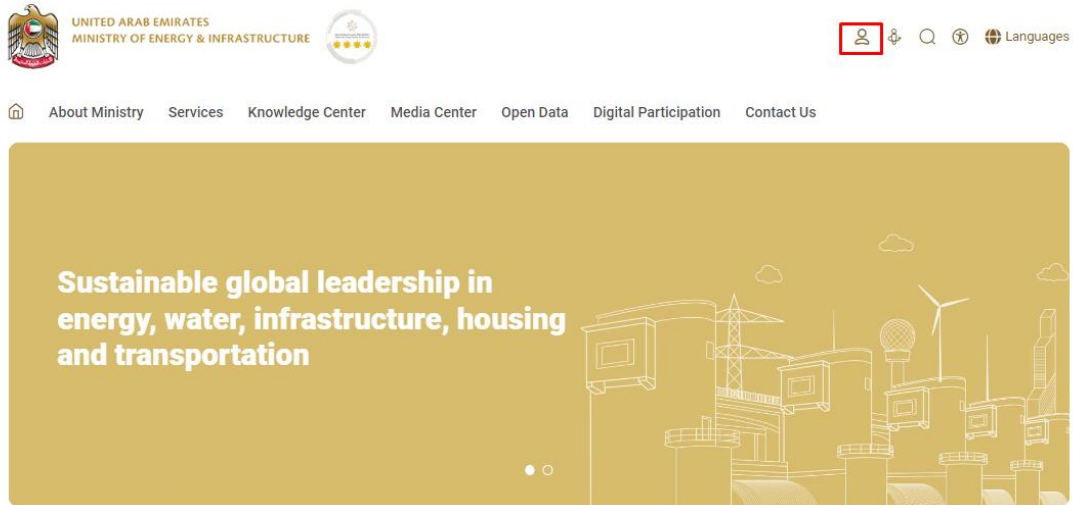
## User Manual

# Issuing pleasure boat registration

V 1.0

2024

1. Open MOEI website: <https://www.moei.gov.ae>
2. From the home page, go to Services Directory, choose the category “Maritime Transportation” Then select the Sub category “Pleasure boat services”. you can view the service Info or start the service immediately by clicking on Start Button



## Services

Search by a service keyword .....

Request Status My Favourites

Manzali Bundle E-Services Help Proactive services Added value

Most used services	Maritime Transport	Maritime Transport	Maritime Transport
All Services	Issuing of small boat driving license	Issuing pleasure boat registration	Modify of small boat driving license data
Zayed Housing Program	Maritime Transport	Maritime Transport	Maritime Transport
Land Transport	Renewal of small boat driving license	Replacement for a lost or damaged pleasure boat deletion	Replacement for a lost or damaged pleasure boat registration
Maritime Transport			
Commercial Vessel Services (30)			
<b>Pleasure Boat Services (13)</b>			
Port Services (4)			
PROs Services (7)			
Seamen Affairs Services (16)			

3. Then it will redirect you to the Login page, you can login by using UAE PASS.

### Sign in to your account

Sign in with UAE PASS

**A single trusted digital identity for all citizens, residents and visitors.**

For more information please check the user manual from [Here](#)

#### 4. Fill the request required information.

##### ISSUING PLEASURE BOAT REGISTRATION

Step 2 of 2:

Fill all the require

Steps: ^

1. Please fill the electronic form with the uploading of the required attachments and with the save and end the demand at the end of page.
2. A customer service staff will check on the transaction and returned to you to make a payment throught online.
3. After making the electronic payment process you can print your certificate from "My Certificates"
4. If the certificate were not available in electronic form, you can receive a certificate from any customer service centers
5. In the case of any delay in the completion of your transaction, please send an email to [customer.happiness@moei.gov.ae](mailto:customer.happiness@moei.gov.ae)
6. Any help, please call **800 - 6634** or pressing the button instant messaging

Required Documents to complete this application: ^

Document Name	Original / Copy	Attach documents
Invoice attested by commerce chamber or Bill of sell & deletion for used boat or customs manifestat	Copy	Required

User Guidance v

**BASIC DETAILS \*** v

Fill Required feilds by:

Using Emirates ID  
  Get Data By Engine Serial No.  
  Get data By Policy Insurance No.  
  Get data By Trade License No.

Emirates National ID

NA

Fetching

**SHIP/Boat DETAILS \***

Max Draft  Meter \*    Max Depth  Meter \*    Length over all  Meter \*    Breadth  Meter \*

Type Of Hull  
 Class  \*

Propulsion  \*    Fuel Type  \*

Gross Tonnage  (0=Small Boat) \*    Net Tonnage  \*    Dead Weight  \*    Light Weight  \*

Classification of Society/Company  
 \*

[Meter-Feet Converter](#)

**RADIO LICENSE**

Do you want to Install the Spectrum ?  
 Yes     No

**ENGINE PARTICULARS \***

Engine Type  \*    Quantity  \*

Speed (rpm)     Number Of Cylinders


Date Of Make  \*    Place of Make  \*

Power Of Engine  \*    Sr.No Of Engine  \*

	English Engine Type Name	Arabic Engine Type Name	Quantity	TOTAL POWER
<input type="checkbox"/>	<u>Wartsila</u>	وارتسيلا	5	25

**OWNERS DETAILS \***

Fill Required feilds by:  
 Using Emirates ID     Manual Entry

Emirates National ID       date of birth  

Ownership Share %  %\*     

English Name	Arabic Name	National Id	

**UPLOAD ATTACHMENTS \***

#	Document Name	Req*	Count	#	Attachment Name	SRNo
1	Invoice attested by commerce chamber or Bill of sell & deletion for used boat or customs manifestat	Yes	2	1	...92531_297_1.jpg	1 
				2	...92605_297_2.jpg	2 

- Submit the request by click on “Save and Continue Later“ for saving as draft and if you want to send it to Ministry please click on “Submit“.

**SUBMIT & FINISH \***

Your card delivered to below address by courier service so please verify below details (If you want, update the details and submit the application)

Name TRA2 *	Mobile No [ex:9715XXXXXXX] *
Mobile No 2	Mobile No 3
Address دبي، 1801 *	Emirate Dubai *
Area NA *	Landmark (Give more details) 35 *

Comments  
test

I, the applicant, hereby declare that all the information and documents provided for this transaction are correct, and if they are proven incorrect or there is any tampering or forgery in them, the Ministry has the right to take the necessary legal measures regarding this.

6. Fill the satisfaction survey about the eService, when the following pop-up shows up:



The image shows a 'Customer Pulse Survey' pop-up window. It features the UAE coat of arms and the 'CUSTOMER PULSE' logo. The survey question is 'Overall, how satisfied are you about the service? \*'. Below the question is a row of seven stars, with the first two stars filled and the remaining five empty. The text 'Extremely Dissatisfied' is positioned under the first star, and 'Extremely Satisfied' is under the last star. A 'Next' button is located at the bottom center of the survey area.



English

### Customer Pulse Survey

Based on your experience in getting the service. To what extent do you agree on the following statements?

	Extremely Disagree	Disagree	Somewhat Disagree	Neutral	Somewhat Agree	Agree	Extremely Agree
Availability & accuracy of Service information	☆	☆	☆	☆	☆	☆	☆
Ease of Service accessibility in the Smart Application	☆	☆	☆	☆	☆	☆	☆
Ease & Simplicity of Service Application Steps	☆	☆	☆	☆	☆	☆	☆
Ease and Variety of payment options	☆	☆	☆	☆	☆	☆	☆
Possibility of Service Status Tracking	☆	☆	☆	☆	☆	☆	☆
Service Completion time was reasonable & within my expectations	☆	☆	☆	☆	☆	☆	☆
Smart Application efficiency (no delays or errors in app)	☆	☆	☆	☆	☆	☆	☆
Availability of Online Support	☆	☆	☆	☆	☆	☆	☆

Previous Next



English

### Customer Pulse Survey

Is there anything else you would like to share with us?

Please select

2000 characters left

Kindly provide your mobile number or Email for follow up


Previous Submit




7. After the application is approved by the ministry, you will receive the Certificate automatically via email. However, you can also view and download the certificate from the end user dashboard through Request Status boxes Or My Application:

- a. Click on the My Application as shown in the image below

 Dashboard


 My Applications

 My Payments

 Notifications

 Welcome,  
Test User 

- b. for searching/filtering the requests based on Reference Number/Request Date/Service Name/Request Status:

 My Applications

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Services by Category

Service

My Company

Company PRO

Application Status

Keyword (Reference Number)

Use Date Range