

14 Jul 09

Subject: National ID

Dear Business Partner,

We are pleased to inform you that as part of our endeavour to continuously provide you with convenient one-stop-shop facilities, you can now apply for your National ID at the GSO offices located in the ground floor of DMC Building- 14.

To apply for your National ID, please follow the steps below:

STEP I

Visit the GSO counters located at DMC 14 with the duly filled bar-coded form available online on <http://www.emiratesid.ae/html/english2/pre-reg-app.html>

Required Documents for the visit:

- Clear Passport Copy
- Clear Recent Visa page copy
- National Book (Only for UAE Nationals)
- Employment Contract/Valid Lease/Ownership Contract (Only for GCC Nationals)
- Females with henna will not be accepted for fingerprints

STEP II

GSO representative will provide the appointment schedule for fingerprints and receipt. Needed documents and original receipt as listed below is a must, at the time of appointment.

Required Documents for the fingerprints visit:

- Original Passport
- Clear Passport Copy
- Clear Recent Visa page copy
- National Book (Only for UAE Nationals)
- Employment Contract/Valid Lease/Ownership Contract (Only for GCC Nationals)
- Females with henna will not be accepted for fingerprints

STEP III

Your National ID will be delivered to your address 15 days after your scheduled appointment. The delivery time may increase depending on Emirates Identity Authority workload.

PAYMENT

Payment for the National ID will be accepted in Cash or Credit Card only. Mentioned below is a price list:

SI No	Description	Amount in AED
1	Expatriate with 1 year visa validity	280
2	Expatriate with 2 year visa validity	380
3	Expatriate with 3 year visa validity	480
4	GCC Citizen for 1 year card	280
5	GCC Citizen for 2 year card	380
6	GCC Citizen for 3 year card	480
7	GCC Citizen for 4 year card	580
8	GCC Citizen for 5 year card	680
9	UAE National 5 year card	280

Please note that GSO will not reschedule cancelled or unattended appointments. You are requested to arrive early to avoid any inconvenience.

We hope that you find this service beneficial and are able to take advantage of the same.

For more information please email gsoenquiry@tecom.ae

Regards,

Government Services Operations