



دبي التجارية  
DUBAI TRADE

# JAFZA eSERVICES eInvoice Other Invoice Payment User's Manual

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## DOCUMENT DETAILS

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### Document Information

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### Revision History

Version	Date	Author	Designation	Description of change

### Approval History

Version	Date	Name	Designation	Comments

### Distribution

Version	Location

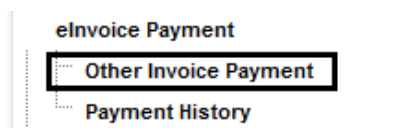
# eInvoice Other Invoice Payment

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*This service is to pay for invoices that are issued by JAFZA for charges/fees incurred by the customer. These invoices involve Penalties/Fines and Security Services.*

## Navigation:

1. Login to **Dubai Trade**
2. Go to **eInvoice Payment** from the menu on the left
3. Then Go to **Other Invoice Payment**



4. The system will display the pending invoices

A screenshot of a web application window titled 'Other Invoice Payment'. It features a Jafza logo and a navigation bar. Below the bar, a message states: 'Invoices pending for payment are listed below, please select one or more invoices and click on proceed to pay button.' A table titled 'Other Invoices' displays pending invoices. Below the table is a 'Proceed to pay' button.

Invoice Number	Invoice Date	Invoice Amount	Due Amount	Due Date	Description
136534	23-Sep-2010	1,000.00	1,000.00	23-Oct-2010	EHS : Construction Safety Penalties
136464	27-Apr-2010	17,856.00	17,356.00	27-May-2010	SEC-GUARD SERVICES-(12)-JA

## Procedure:

1. Select the Invoice you like to pay (***multiple invoices can be selected***)
2. Click on Proceed to Pay

A screenshot of the same 'Other Invoice Payment' page. In this view, the first row of the invoice table (Invoice Number 136534) is selected, indicated by a black square checkbox. The 'Proceed to pay' button at the bottom is also highlighted with a black rectangular box.

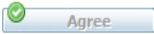
Invoice Number	Invoice Date	Invoice Amount	Due Amount	Due Date	Description
<input checked="" type="checkbox"/> 136534	23-Sep-2010	1,000.00	1,000.00	23-Oct-2010	EHS : Construction Safety Penalties
<input type="checkbox"/> 136464	27-Apr-2010	17,856.00	17,356.00	27-May-2010	SEC-GUARD SERVICES-(12)-JA

3. System will divert you to Rosoom (Dubai Trade ePayment Gateway)



PAYMENT DETAILS							
Pay to	JAFZA FZE						
Pay for	Top up portal deposit						
<table border="1"> <tbody> <tr> <td>Amount</td> <td>10000.00 AED</td> </tr> <tr> <td>Processing fees</td> <td>0.00 AED</td> </tr> <tr> <td><b>Total</b></td> <td><b>10000.00 AED</b></td> </tr> </tbody> </table>		Amount	10000.00 AED	Processing fees	0.00 AED	<b>Total</b>	<b>10000.00 AED</b>
Amount	10000.00 AED						
Processing fees	0.00 AED						
<b>Total</b>	<b>10000.00 AED</b>						
Pay using	----- Select One ----- ▼						
From	----- Select One ----- ▼						


☐ I accept the [Terms and Conditions](#) applicable for this payment

☒ 

4. Select the Payment method, accept the Terms and Conditions by checking and then click Agree

Pay using	----- Select One ----- ▼
From	<div> <div>----- Select One -----</div> <div> Credit Card Direct Debit </div> </div>

☐ I accept the [Terms and Conditions](#) applicable for this payment

☒ 

## I – Credit Card



PAYMENT DETAILS	
Pay to	JAFZA FZE
Pay for	Top up portal deposit
Amount	10000.00 AED
Processing fees	0.00 AED
<b>Total</b>	<b>10000.00 AED</b>
Pay using	Credit Card
From	----- Select One -----

☐ I accept the [Terms and Conditions](#) applicable for this payment

☒ Agree

From

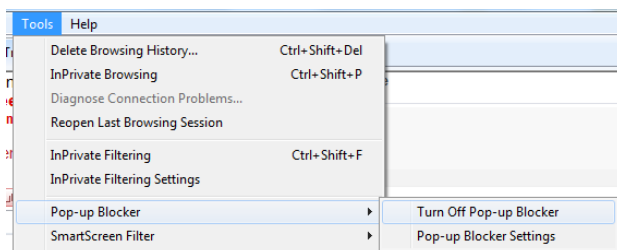
----- Select One -----

----- Select One -----

MasterCard

Visa

**Note:** please disable pop-up blocker to be able to continue



*System will redirect you to the payment page*



Payment	Review	Receipt
<p><b>Payment Details</b></p> <p>* Required field</p> <p>Card Type *</p> <p><input type="radio"/> VISA Visa <input checked="" type="radio"/> MasterCard</p> <p>Card Number *</p> <p>CVN *</p> <p>This code is a three or four digit number printed on the back or front of credit cards.</p> <p>Expiration Date *</p> <p>01 2014</p> <p>Next</p>	<p><b>Your Order</b></p> <p>Cancel Order</p> <p>Total amount 10.00</p>	

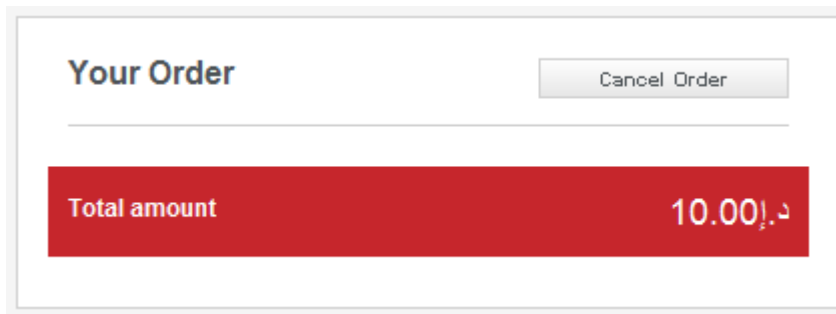
# eInvoice Other Invoice Payment

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Note: system remembers your selection before landing to this page i.e. Master or Visa card. However, you can still change it

## YOU CAN:

1. **Cancel Order:** (cancel the payment and revert back to DT)

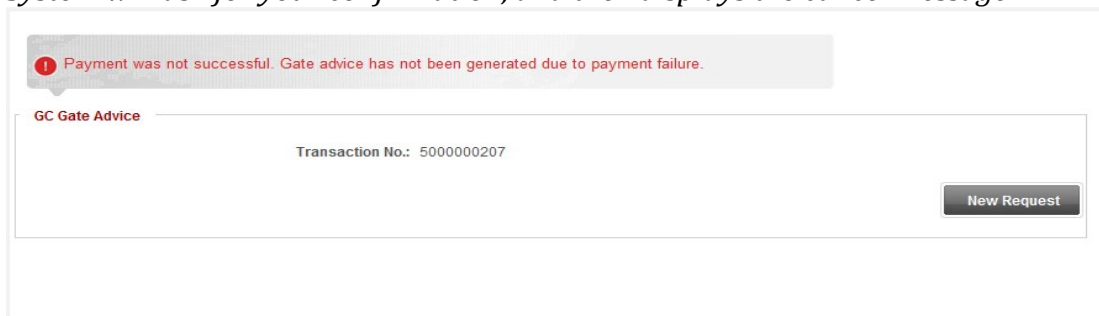


**Your Order** Cancel Order

---

**Total amount** 10.00 إ.د.

System will ask for your confirmation, and then displays the cancel message



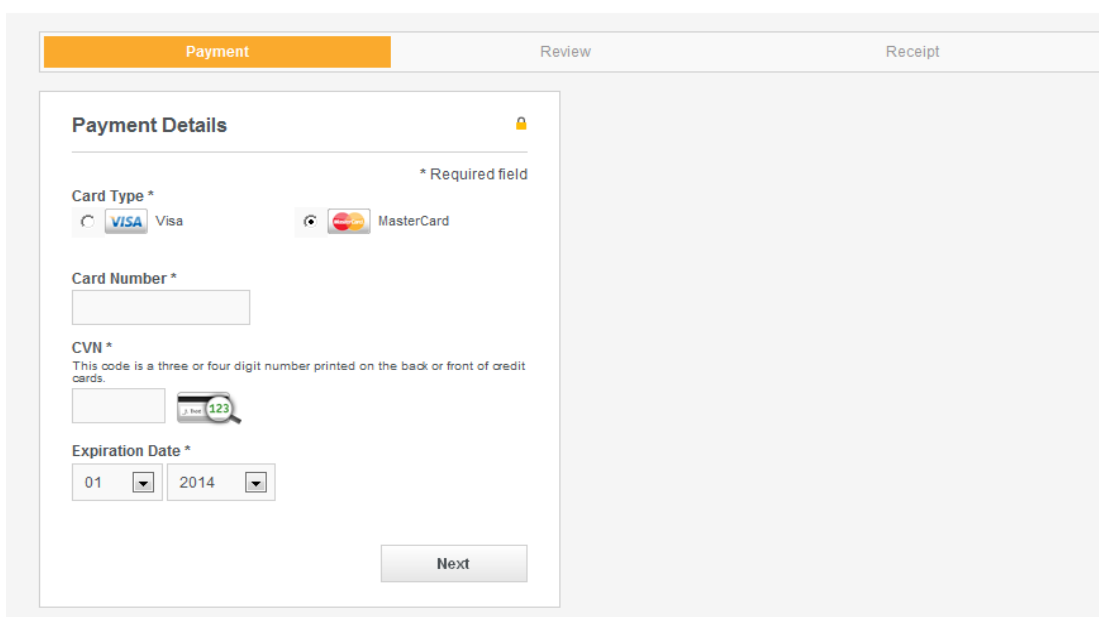
**Payment was not successful. Gate advice has not been generated due to payment failure.**

**GC Gate Advice**

Transaction No.: 5000000207

New Request

2. **Complete Payment:**
  - a. Fill out your card details and click Next



**Payment** Review Receipt

**Payment Details**

\* Required field


**Card Type \***

☐ VISA Visa ☐ MasterCard

**Card Number \***

**CVN \***

This code is a three or four digit number printed on the back or front of credit cards.



**Expiration Date \***

01  2014

Next

- b. Review your card details



Payment

Review

Receipt

Review your Order

Payment Details

Edit Details

Card Type

MasterCard

Card Number

xxxxxxxxxxxx2346

Expiration Date

05-2017

Back

Your Order

Cancel Order

Total amount

10.00 د.إ

Pay

Note: you can still, edit card details, cancel this transaction or go back to the previous step.

c. Click Pay button

System will ask to redirect you to DT page, click Yes

Then DT page will show your transaction details confirmation if successful.

## II – Direct Debit

PAYMENT DETAILS

Pay to

JAFZA FZE

Pay for

Top up portal deposit

Amount	1000.00 AED
Processing fees	0.00 AED
Total	1000.00 AED

Pay using

Direct Debit

From

----- Select One -----

☐ I accept the [Terms and Conditions](#) applicable for this payment

☒ Agree

From

----- Select One -----

----- Select One -----

CBD Attijari

Emirates NBD e-Wallet

HSBC

Std. Chartered iBanking

## a. Direct Debit (CBD > e-Debit)

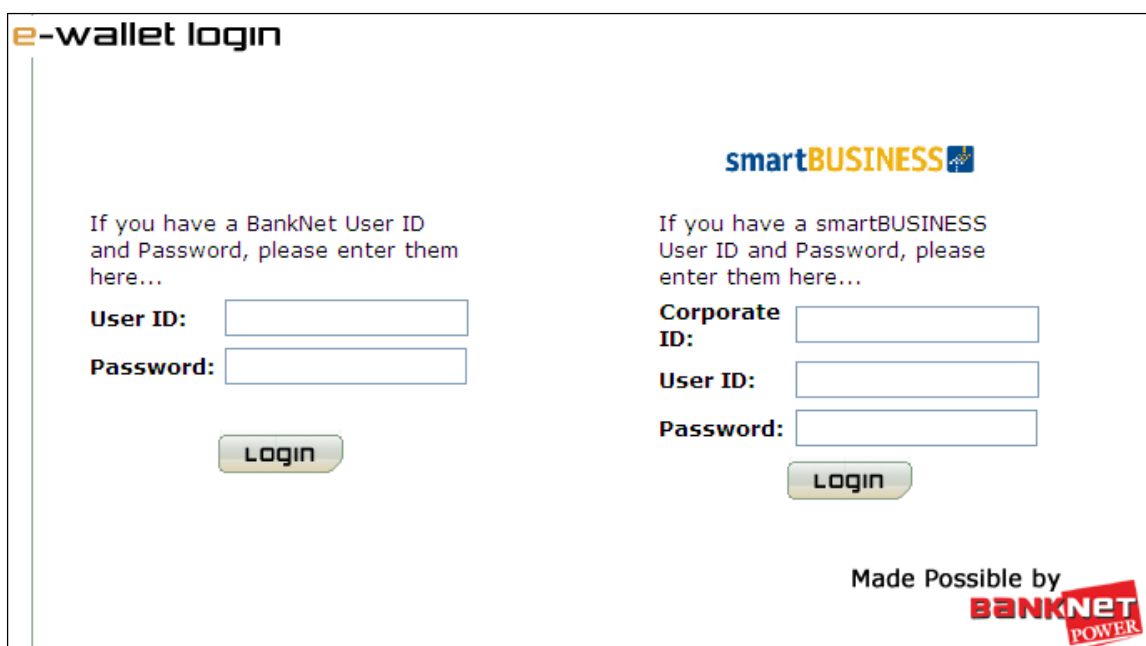


- Enter the User ID and Password then login

**Note:** Do not forget to press the Return to Dubai World link on the confirmation page of the Bank.

- System confirms that transaction was completed successfully and gives the e-Receipt number.

## b. Direct Debit (EBI > e-Wallet)



- Enter the User ID and Password then login

**Note:** after clicking on Pay; wait until you are redirected back to Dubai Trade.

- System confirms that transaction was completed successfully and gives the e-Receipt number.



