

## Amendment for Change of Entity Type of a Taxable Person

The FTA has introduced a new option that allows businesses to easily correct the entity type of the taxable person without the need for deregistration and re-registration in cases where the VAT registration was initially completed with the wrong entity type.

This update simplifies the process, enabling taxpayers to amend their taxable persons entity type with minimal complications and reduced time investment.

The following documents are required for changing the entity type of the taxable person:

### **1.Proof of change in entity type**

#### **2.If changing to “Legal person or partnership”:**

- Certificate of incorporation
- Trade license
- Emirates IDs, Passports, and Trade licenses of the owners/partners

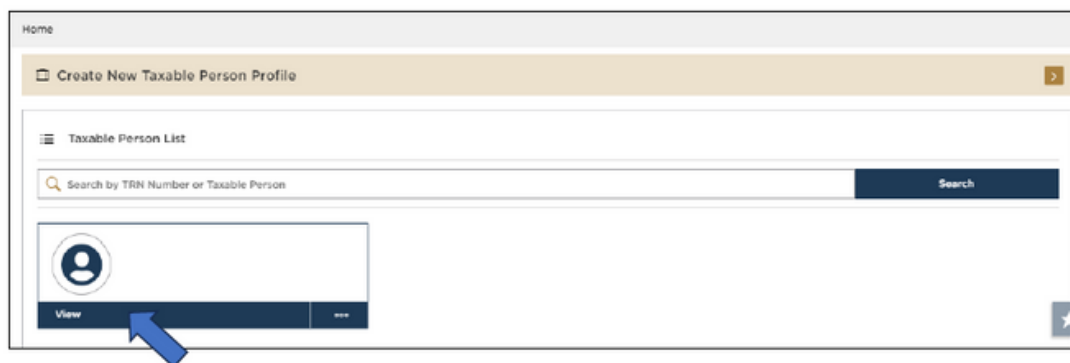
#### **3.If changing to “Natural person”:**

- Emirates ID or Passport of the taxable person
- Trade license

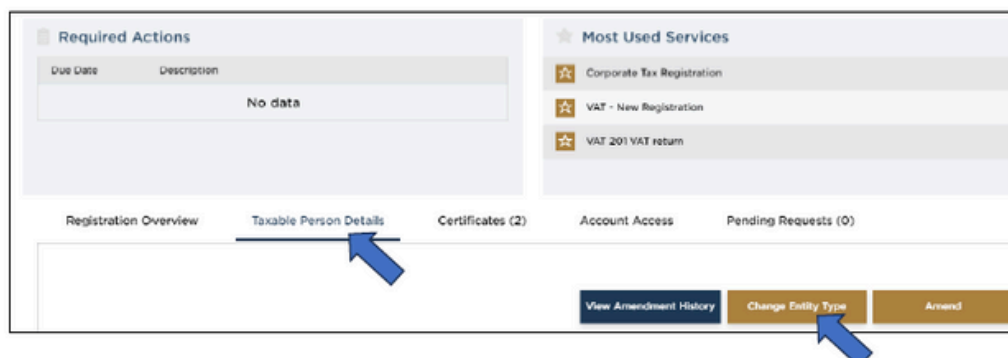
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## Steps for change in Entity Type on the EmaraTax Portal

1. Log in to the FTA portal using the credentials the EmaraTax Credentials and click '**view**' on the taxable person profile



2. Once the taxable person dashboard is visible, Click on '**Change Entity Type**' Under '**taxable person details**' and begin the process along with attaching the supporting documentation as mentioned above and submit the application.



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**"Reach out and let's connect!"**

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