

APPLY ONLINE FOR A CONTRACTOR'S PERMIT

www.ecmpermits.ae



SCAN THIS QR CODE
FOR VIDEO GUIDE.

Visit ecmpermits.ae for videos in other languages.

STEP ONE

VISIT ECMPERMIT.S.AE TO
REGISTER* YOUR COMPANY &
PAY ANNUAL REGISTRATION FEE.

Documents required

- Trade license copy
- Copies of manager's passport, Emirates ID
- Copy of representative's passport

STEP TWO

LOG IN WITH YOUR CREDENTIALS &
REGISTER* YOUR STAFF & VEHICLES.
STAFF MUST BE UNDER COMPANY VISA.

Documents required

- Photograph of staff
- Copies of staff's passport, visa, Emirates ID
- Copy of vehicle registration card

STEP THREE

GO TO PERMITS TAB AND SELECT TYPE OF PERMIT.
PLEASE CHECK OVERLEAF FOR DETAILS ON PERMIT TYPES.
SELECT APPROVED STAFF & VEHICLES TO APPLY FOR PERMIT*.
ONCE APPROVED, YOU WILL OBTAIN A DIGITAL PERMIT WITH A QR CODE.

OTHER FEATURES



PROFILE UPDATE

VISIT THE PROFILE TAB TO UPDATE YOUR COMPANY DETAILS
SUCH AS UPDATING NEW TRADE LICENCE, CHANGE MANAGER'S
VISA, CHANGE COMPANY ADDRESS OR CONTACT NUMBER ETC.



RENEW

UNDER PROFILE, YOU CAN RENEW YOUR REGISTRATION
WITH THE ANNUAL FEE PAYMENT AS PER YOUR STAFF PACKAGE.



CHANGE PACKAGE

UNDER PROFILE, YOU CAN ALSO CHANGE YOUR CURRENT
STAFF PACKAGE IN CASE YOUR STAFF NUMBERS HAVE
CHANGED. PACKAGE CHARGES WILL APPLY.

IMPORTANT NOTE: FROM 01 JULY 2021, ONLY CONTRACTORS WITH A DIGITAL PERMIT
WILL BE ALLOWED ENTRY. KEEP THE PERMIT HANDY FOR COMMUNITY ACCESS.
THE QR CODE ON THE PERMIT WILL BE SCANNED FOR VERIFICATION.

**Please allow one business day for approvals.*

TYPES OF PERMITS

SHORT TERM PERMIT

This is valid for two days only. Applicable for small-scale work completed within a day or two.

Types of works could include:

- AC servicing
- Ad hoc maintenance works
- Carpentry
- Plumbing
- Minor garden repairs
- Cabling works



LONG TERM PERMIT

Applicable for regular maintenance jobs with a long-term maintenance contract. When applying for a long-term permit, resident's email address must be provided and the resident must approve the request on the community portal.

Types of works could include:

- Regular garden maintenance
- Maintenance works that can take longer than 2-3 days
- Annual contracts for AC maintenance, pest control & PPM



HOME MODIFICATION PERMIT

Applicable for works with a home modification approval from Emaar Community Management. Upon approval of the home modification NOC, an email notification is sent to the contractor with a unique reference number. This reference number must be used at the time of applying for this permit.

Types of works could include:

- Kitchen remodelling
- Villa painting
- Pergola installation
- Planter box installation
- Side garden gate installation
- Fence installation



IF YOU HAVE ANY QUERIES ABOUT APPLYING FOR A DIGITAL PERMIT,
YOU CAN VISIT THE SECURITY OFFICE IN YOUR COMMUNITY.