



# Renewal of Reservation Number

## MOI Services Website User Manual

Version Number: 2.0



## 1. Access to the Service:

To submit a renew vehicle plate reservation request, navigate to the **traffic services** list, select the **Renewal of Reservation Number** service, and then click on **Start Service** button.

The screenshot displays the 'Traffic Services' section of the UAE Ministry of Interior's E-Services portal. The interface includes a top navigation bar with 'E-SERVICES', 'DASHBOARD', and 'EMPLOYEE SERVICES' tabs, and a search bar. A sidebar on the left lists various service categories, with 'Traffic Services' highlighted. The main content area, titled 'TRAFFIC SERVICES', features a grid of service cards. The 'Renewal of a Reservation Number' card is highlighted with a red border, and its 'Start Service' button is also highlighted. Other visible services include 'View Traffic Profile', 'Update Traffic Profile', 'Applications Status Inquiry', 'Reserve Vehicle Plate Number', 'Damaged Owned Plate Card Replacement', 'Lost Owned Plate Card Replacement', 'Unique Number Waiver', and 'NON Owned Number Waiver'.



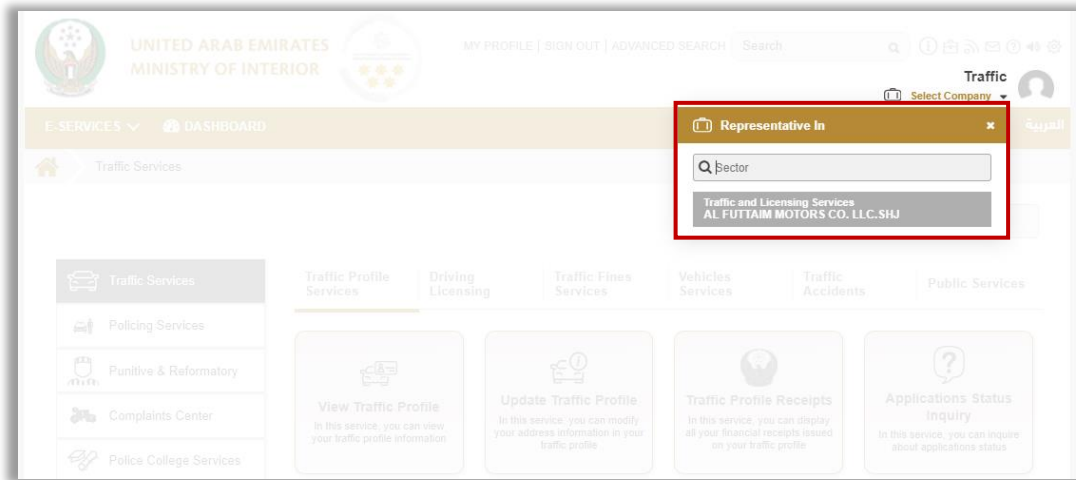
## 2. Service Steps:

In this service, you can view all your reserved plates and renew reservation. Where the users of this service are divided into 2 main categories:

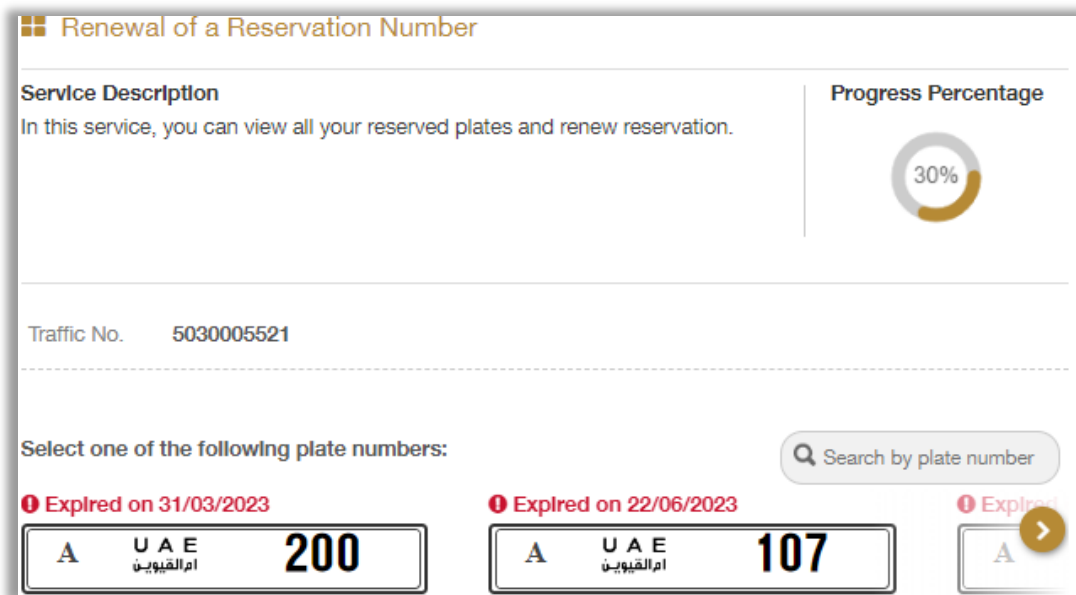
1. Individuals

2. Companies representatives

- If the applicant is a **company representative**, the company must be selected from the top of the screen list first to be able to apply for the service successfully.



1. Choose the plate number to be renewed.





2. Select the plate reservation renewal period which is divided into three main types: 3 months, 6 months and 12 months, then click on **Next** button.

Select one of the following plate numbers:

**Expired on 31/03/2023** **Expired on 22/06/2023** **Expired**

A	UAE ام القيوين	200
A	UAE ام القيوين	107
A		

Showing 11 of 11 Plates

Plate Number: A / UMM AL QUWAIN / 200

Reservation Expiry Date: 31/03/2023

Reservation Period | Service Fees | Payment Gateway

Reservation Period \*

Please select period

- Please select period
- Three Months
- Six Months
- One Year

**Next**

3. The service fee will be displayed, to go to the payment gateway click on **Next** button.

Reservation Period | Service Fees | Payment Gateway

Step: Service Fees

Search...

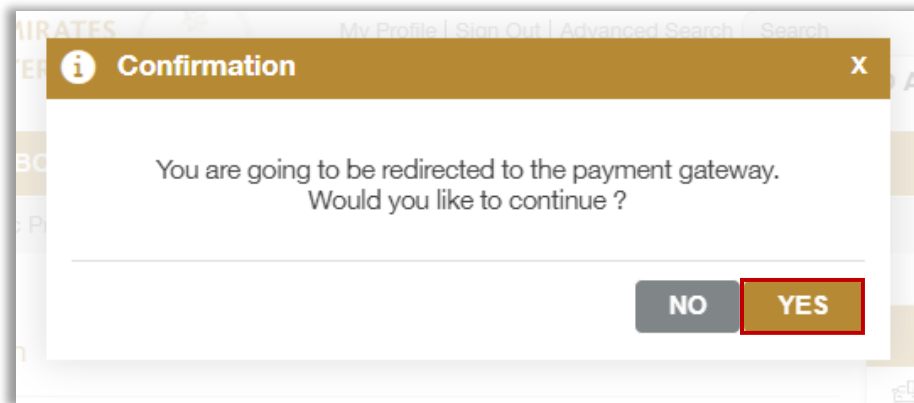
No.	Description	Amount (AED)
1	Booking number plates for a period of 6 months	1000
<b>Total Amount (AED)</b>		<b>1000 AED</b>

Showing 1 to 1 of 1 entries

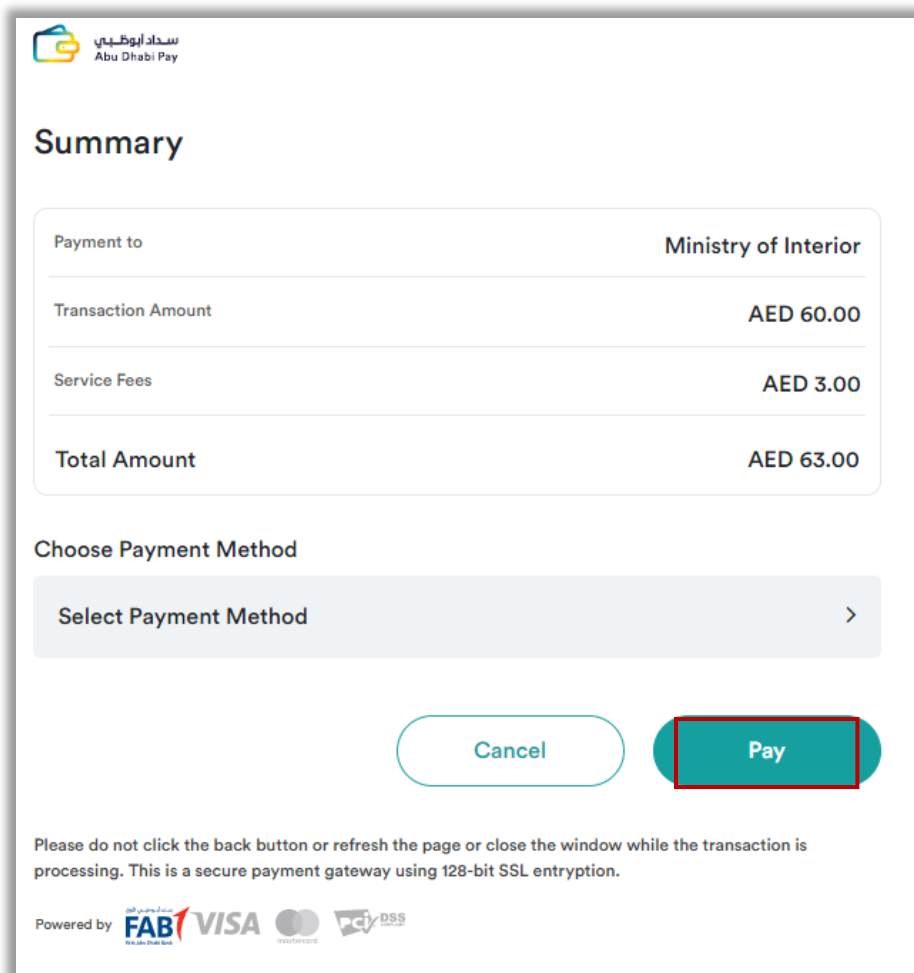
**Next**



4. Click on **Yes** button to confirm the transition to the payment gateway.



5. You will be redirected to the **payment gateway**, select the desired payment method then click on **Pay** icon.





6. You can evaluate your experience in obtaining the service through **customer pulse survey** shown below.

United Arab Emirates

نبض المتعامل  
CUSTOMER PULSE

English

### Customer Pulse Survey

Overall, how satisfied are you about the Website? \*

Extremely Dissatisfied      Extremely Satisfied

Next

7. Request has been submitted successfully, you can check request details and download receipt from the below screen.

Payment Gateway Result      25/12/2023

A U A E 200  
أ. د. القويين

Payment has been done successfully ✓

Download Receipt  
File Size: 1 MB  
1632  
1000 AED

Traffic Number	Application Number	Total Amount
5030005521	1631	1000 AED

Payment ID  
100202335951714395