

Steps on how to apply online for Abu Dhabi Ports

Daily / Monthly / Yearly Access (E-Pass Application)

Browse to

<https://epass.adports.ae/ePass/login.aspx>

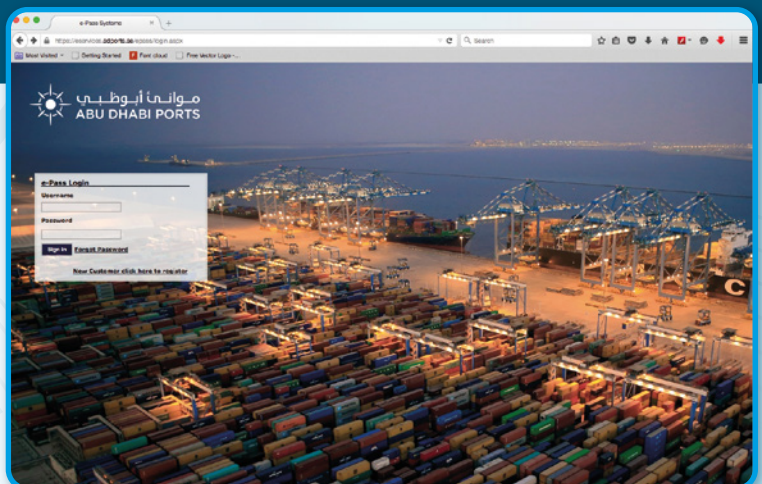
If you are new user make your registration.

How do you make registration? Follow below steps.

STEP

1

1. Registration (New User)
2. Click on 'New Customer'



STEP

2

- fill in complete company information
 - Company information form.
 - Complete admin information form.
- Attach required documents.

STEP

3

- Attach the below required documents.
 - Passport and Visa copy of admin user.
 - Official letter in Arabic.
 - Trade License Copy.
 - If you have any contract attach contract copy.
- Click on submit.
- After submit you will receive your password and user name.

Steps on how to apply online for Abu Dhabi Ports **Daily / Monthly / Yearly Access (E-Pass System).**

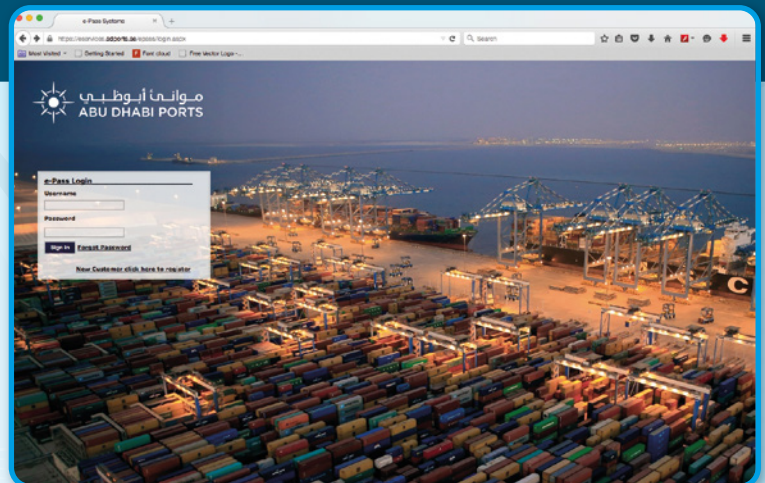
Browse to
<https://epass.adports.ae/ePass/login.aspx>

Follow below steps:

STEP

1

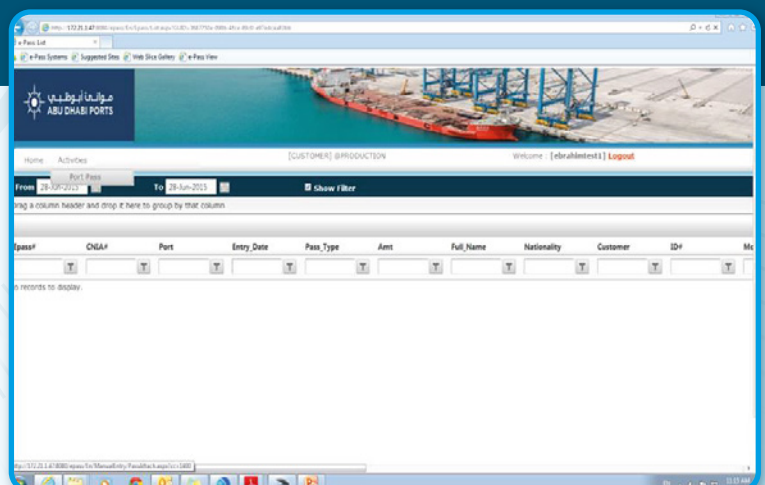
1. Enter Username
2. Enter Password
3. Click 'sign in'



STEP

2

1. Click on 'Activities'
2. Click on 'Port Pass'



STEP

3

1. Choose the type of pass either:

- Visitor / Daily / Monthly / Yearly Pass

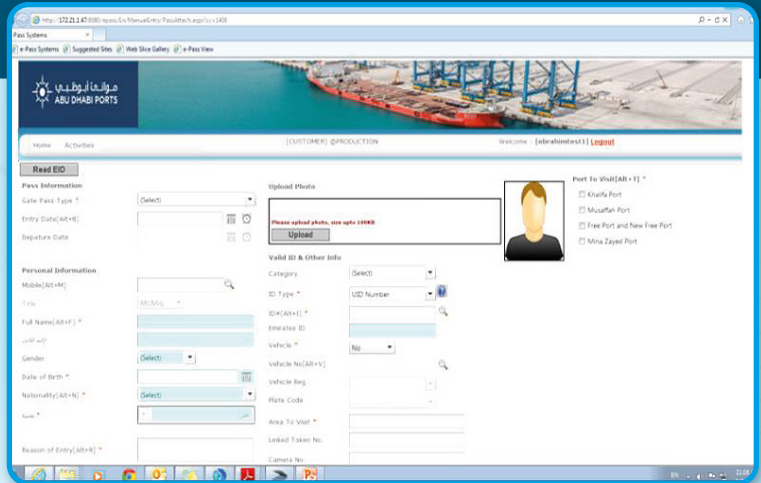
a. To apply for **Visitor Pass**, you should coordinate in advanced with the host Entity. Chose the host Entity Details. Host Details are required only to apply for the visitor pass attached valid passport & visa copy.

b. To apply for **Daily Pass** attach:

- Valid passport & visa copy.
- Supporting Documents such as: Material Delivery Order/ Documents pertaining to cargo/ Valid Booking for Containers.

c. To apply **Monthly Pass** attach:

- Passport and visa copy
- Official Letter in Arabic.



d. To Apply **Yearly Pass** attach:

- Abu Dhabi Ports Yearly Application Form with fill in English and Arabic with Stamp & sign
- Introductory statement with applicant sign (English or Arabic)
- Official letter in Arabic with mention reason of entry and required ports names
- Valid passport and visa copy

2. Upload current photo in any type of pass.

3. Fields marked with a red star mandatory.

4

Note: Please upload mandatory documents like Passport / Visa in PDF / Word / JPEG format, ensure the file being attached is not empty or with size 0 Kb and does not contain any special characters i.e. *, :, + etc.

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6

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Abu Dhabi Ports Mobile App to avail Online Port Pass (Daily / Visitor) is available on apple store and google play store.

▶ Safety Every One's responsibility.
When you get reference number then visit
Abu Dhabi Ports induction points.

➤ Khalifa Port Building # 06
Mina Zayed Security building
Note: visit induction points with your visa copy
& reference number.

➤ When you done safety class successfully then visit Abu Dhabi Port Pass Office with your reference number. Show your reference number to pass officer and get your requested pass.

E-Pass Application