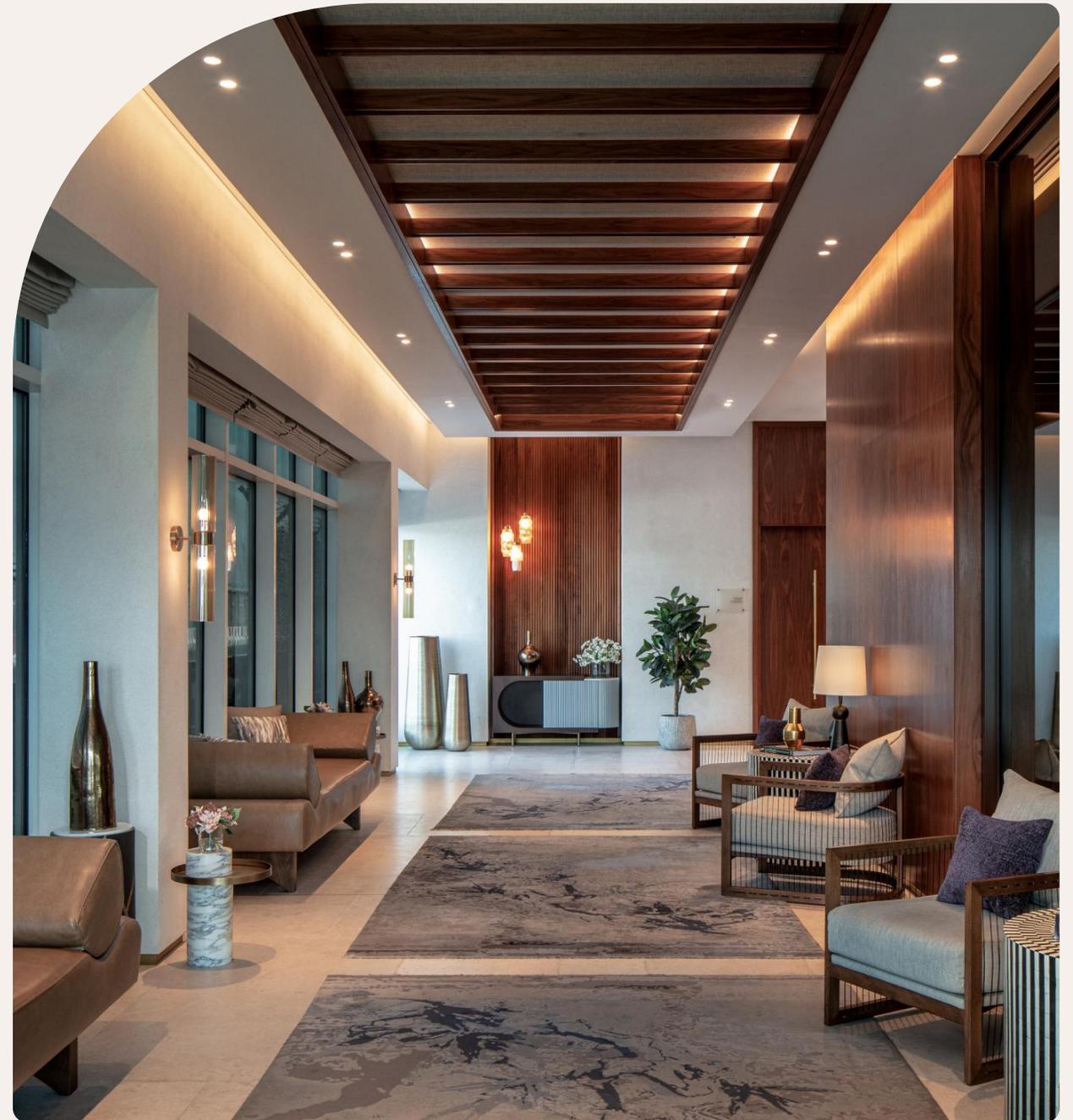


# User Guide to the Al Majlis Registration and Booking Process

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# Topics

1. Introduction

2. Registrations

a. Online Payment Customers

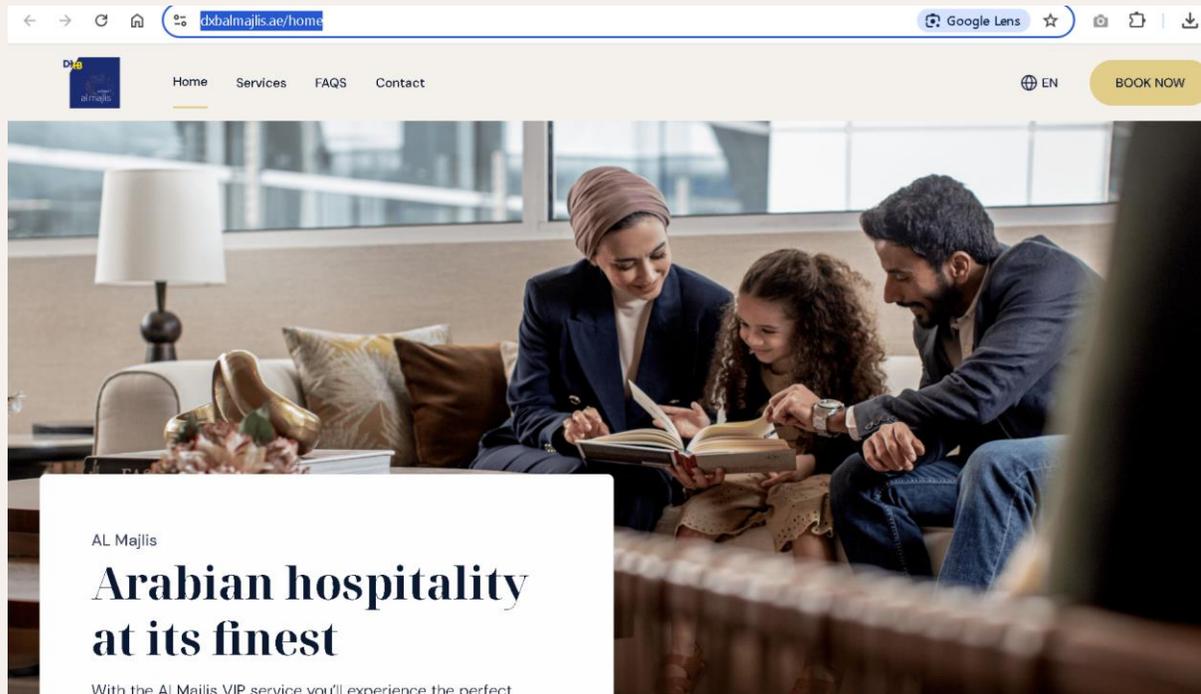
b. Agencies on Credit

3. Booking Al Majlis Service



# Introduction

[dxbalmajlis.ae](https://dxbalmajlis.ae)



To proceed with registration and booking click on “Book Now”

Dubai Airports, one of the busiest airports in the world has now revamped its Al Majlis VIP lounge booking system.

You can visit our site at [dxbalmajlis.ae](https://dxbalmajlis.ae) for an enhanced and secure experience of registering and booking the unique VIP arrival and departure process.

In this guide we will explore the steps to

- Identify the customer category you belong to
- Register under the right category
- Book the services
- Payment process
- Managing your bookings

And more

# Registration

Clicking on “Book Now” button will redirect users to the given page.

Registered users can enter their email address and passwords to log in.

New users shall register under the given categories

Registration on the new AI Majlis website is mandatory. This is in view of ensuring the customer details shared to us are safe and secure.

Registration also guarantees, the requests are coming in from legitimate users who wish to collaborate with us and know all the new features and services we plan to bring in for the AI Majlis patrons.

For detailed Terms & Conditions please refer [here](#)

The screenshot shows a web interface for logging in or creating an account. At the top, there are navigation links for Home, FAQs, Contact, and a language selector (EN). The main heading is "Access your AI Majlis Experience" with a sub-note: "(For bookings done before 10th April 2025, click here)". A progress indicator shows two steps: "1 Your login details" and "2 Secure your access with Multi-Factor Authentication". The login form includes fields for "Email address" and "Password", both with placeholder text "Enter email address" and "Enter password" respectively. A "Forgot your password?" link is positioned below the password field. A dark blue "Submit" button is located below the form. Below the form, there is a horizontal line with "Or" in the center, followed by the text "Create your account". At the bottom, there are three buttons for registration categories: "Individual Customer", "Agency on credit", and "Government Entity".

# What category should I choose?



## Online Payments

Individuals, agencies or companies who wish to pay online using credit card for every service booked.



## Agency on Credit

Individuals, agencies or companies who wish to maintain a credit account by paying a security deposit thrice the value of their expected monthly Al Majlis bookings



## UAE Government Entity

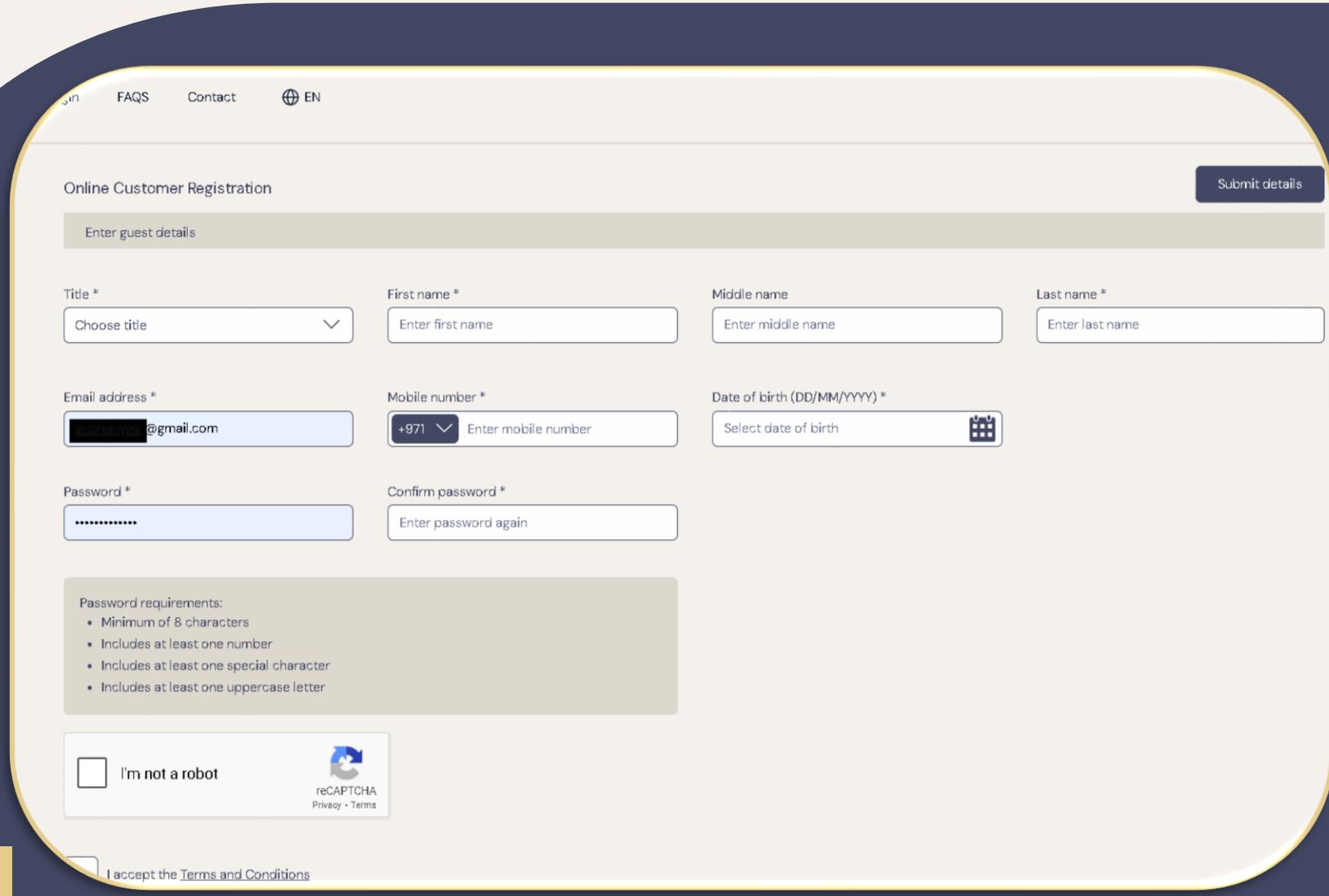
UAE Government and semi-Government entities with valid MOU with Dubai Airports Al Majlis management

# **Online Payment Customer Registration**



# Online Payment Customer Registration

Click on "Online Payment" to open the registration form as below



The screenshot shows a web browser window with a navigation bar containing 'login', 'FAQS', 'Contact', and 'EN'. The main heading is 'Online Customer Registration' with a 'Submit details' button on the right. Below the heading is a section titled 'Enter guest details' containing several input fields: 'Title \*' (a dropdown menu with 'Choose title'), 'First name \*' (text input), 'Middle name' (text input), 'Last name \*' (text input), 'Email address \*' (text input with a masked email), 'Mobile number \*' (text input with a '+971' dropdown), 'Date of birth (DD/MM/YYYY) \*' (calendar icon), 'Password \*' (password input), and 'Confirm password \*' (text input). A 'Password requirements' box lists: Minimum of 8 characters, Includes at least one number, Includes at least one special character, and Includes at least one uppercase letter. At the bottom, there is a reCAPTCHA 'I'm not a robot' checkbox and a checkbox for 'I accept the Terms and Conditions'.

## Enter your accurate details

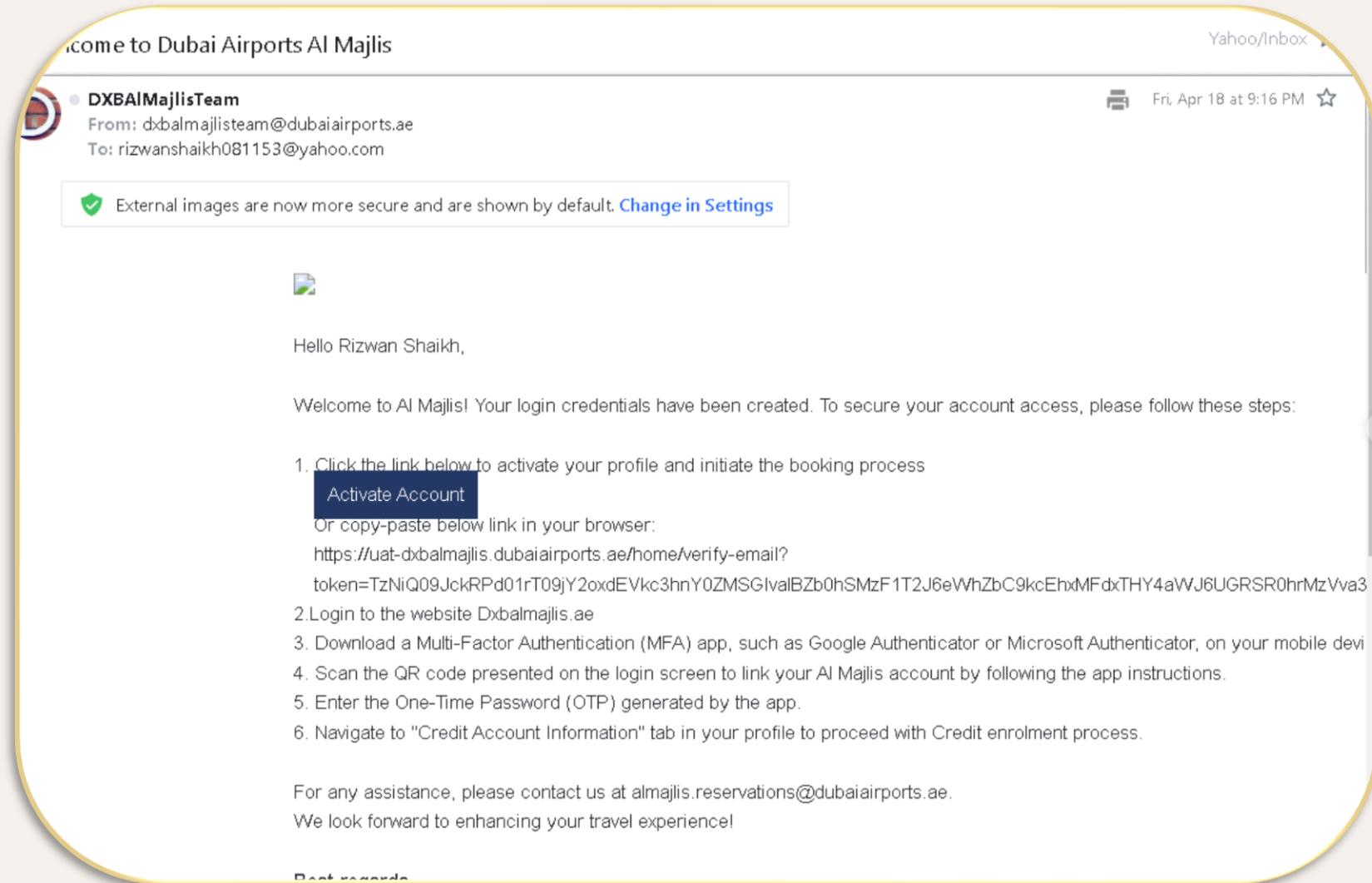
- Title
- First Name (Company name if the registration is for a company)
- Note: This is not necessarily the traveler/guest's name
- Valid and accessible email address to receive account activation link
- Accurate Mobile number
- Date of birth above 18 years
- Password as per rules displayed

Select Captcha , Terms and Conditions to proceed

# Email Verification

You will receive an email verification email to the entered email address like the one below

Click on the **Activate Account** button to validate your email address.



# Email Verification

Upon Successful email verification you should see the given screen



Congratulations! Your email verification is complete.

[Return to login](#)

Login to the website with the entered email address and password

A screenshot of the Al Majlis login page. The page has a white background with a dark blue header containing 'Home', 'FAQS', 'Contact', and 'EN'. The main content area is titled 'Access your Al Majlis Experience' with a sub-note '(For bookings done before 10th April 2025, [click here](#))'. A progress bar shows two steps: '1 Your login details' and '2 Secure your access with Multi-Factor Authentication'. Below the progress bar are input fields for 'Email address' (containing 'rizwanshaikh081153@yahoo.com') and 'Password' (masked with dots). A 'Forgot your password?' link is next to the password field. A dark blue 'Submit' button is below the fields. Below the submit button is an 'Or' separator and a 'Create your account' section with three buttons: 'Individual Customer', 'Agency on credit', and 'Government Entity'.

# MFA - Multi Factor Authentication

Upon login, you will see the steps to configure MFA

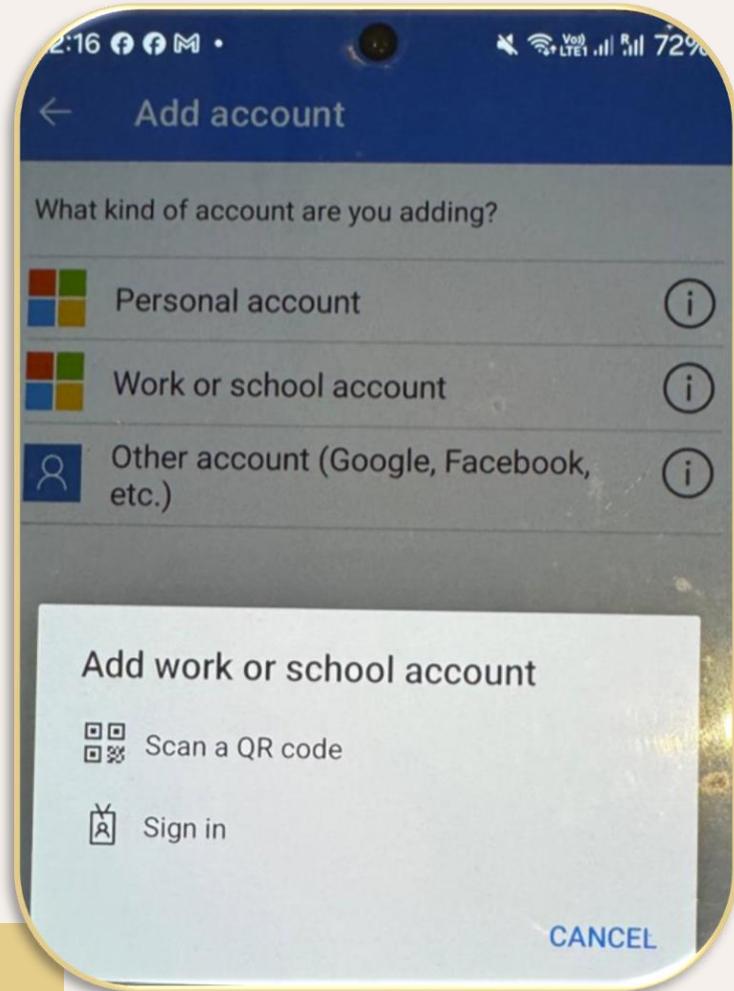
Step 1 : On your mobile, go to Play store/Apps store and download the Google authenticator or Microsoft authenticator

The screenshot shows a two-step configuration process. Step 1, 'Your login details', is complete. Step 2, 'Secure your access with Multi-Factor Authentication', is the current step. A 'Step 1 of 3' indicator is present. The instruction is to 'Install the Multi-Factor Authenticator App'. Below this, it says 'To activate secure logins:' followed by two bullet points: 'Configure Multi-Factor Authentication (MFA) by installing a recommended MFA app (Google authenticator or Microsoft authenticator) from the app store' and 'Link it to your AI Majlis account, and verify with the provided One-Time Password (OTP)'. A 'Next >' button is at the bottom right.

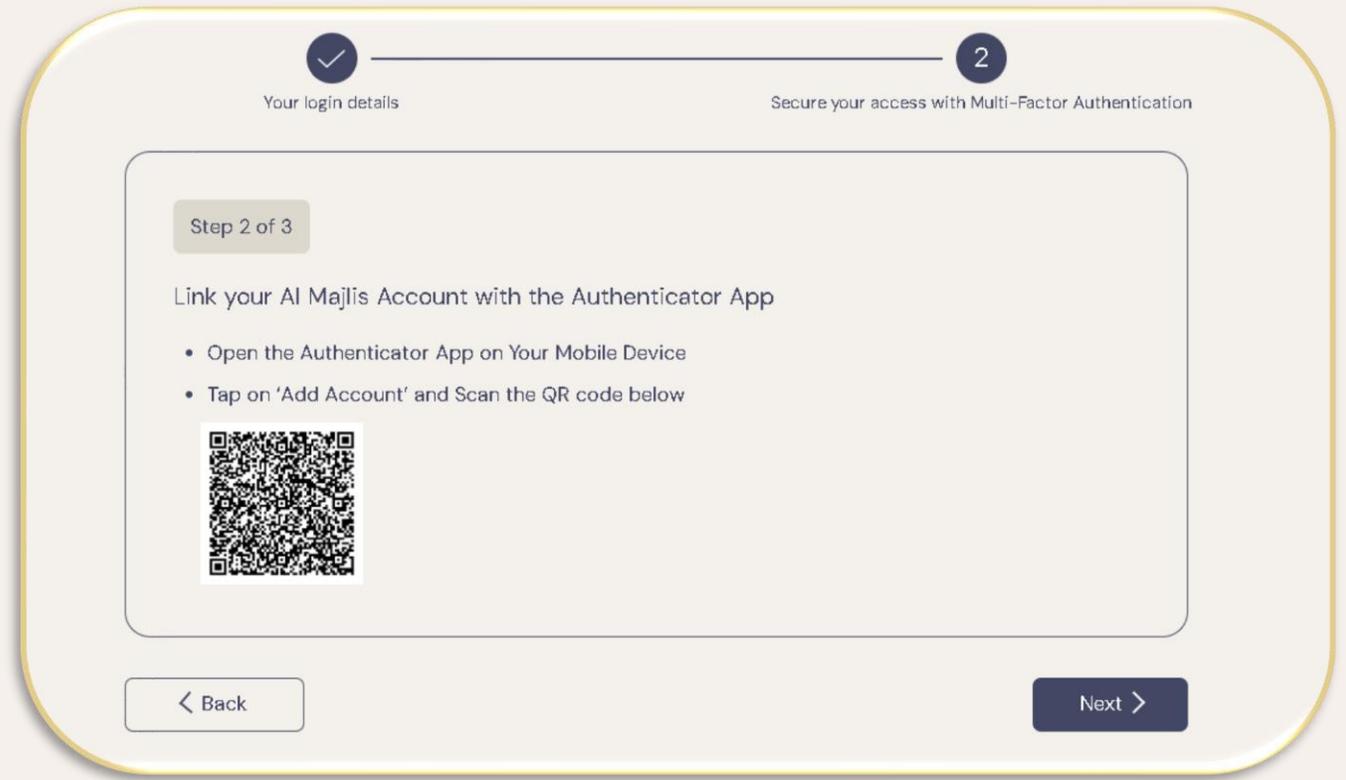
The screenshot shows the Microsoft Authenticator app page on an app store. The app is listed as 'Microsoft Authenticator' and is 'Installed'. It has a 4.7 star rating from 2M reviews, a PEGI 3 rating, and over 100M downloads. Below the app card are four feature highlights: 'Sign in without passwords', 'Sign in with your phone', 'Autofill passwords on apps and sites', and 'More security, for all your accounts'. Each highlight includes a small image of the app in use. At the bottom, there is a promotional text: 'Use the Microsoft Authenticator to sign in easily and securely with MFA/MFA.'

# MFA - Multi Factor Authentication

Step 2 : Link your mobile device via the authenticator app to AI Majlis website. Click Add Account.



Step 3 : Using the authenticator app, scan the QR code displayed on the AI Majlis website

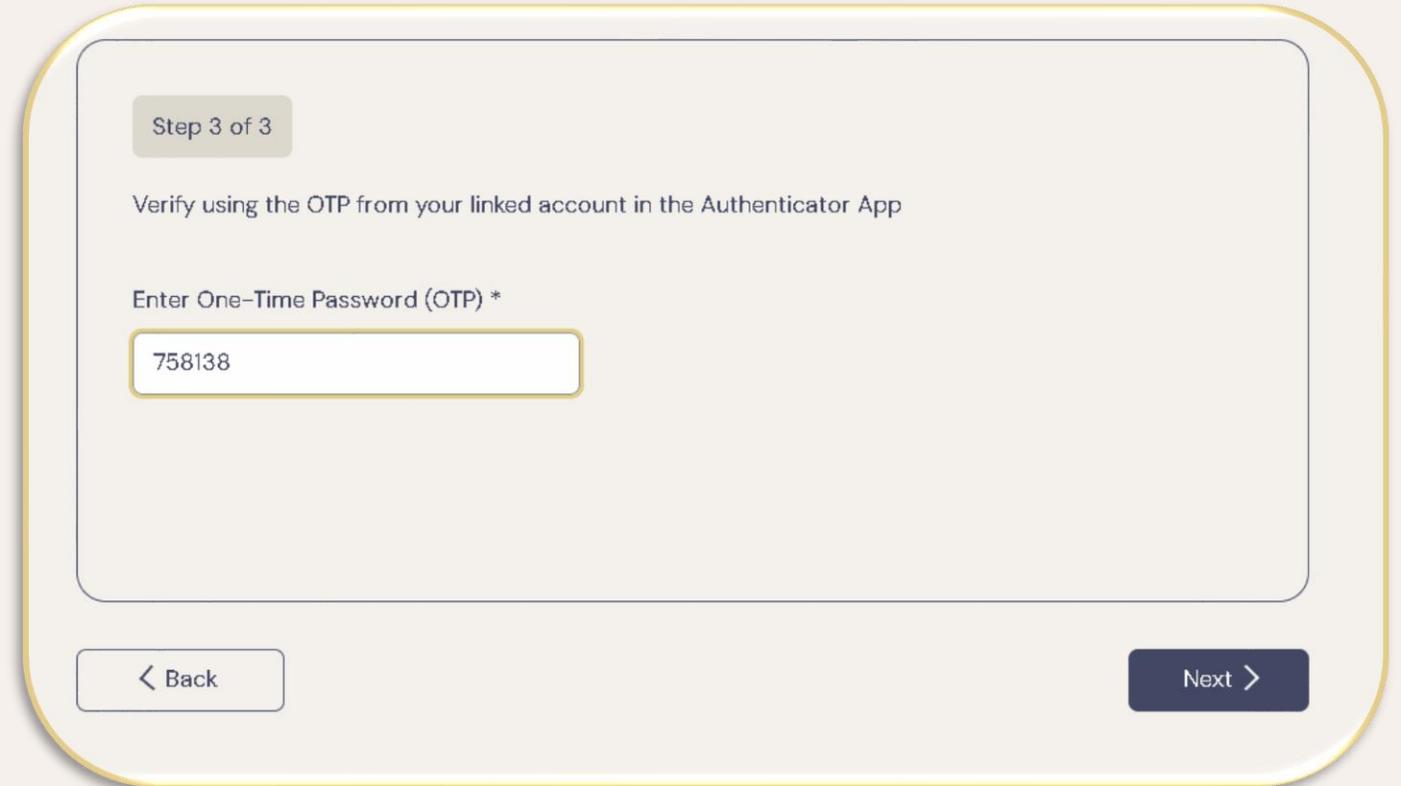


# MFA - Multi Factor Authentication

Successful addition of the Al Majlis account will display an OTP on the authenticator app



Step 4 : Enter this OTP in the Al Majlis website.



# Successful Registration and Login

Successful registration will display the booking screen to choose the journey type

Step 1 of 6: Flight information

Choose your journey \*

 Departure

 Arrival

Online reservations for the Al Majlis Lounge are not available if your flight departs from or arrives in Dubai within the next 12 hours.

Note : For every login, you will have to enter the OTP from the authenticator app.

# Agency on Credit Customer Registration

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# Agency on Credit Customer Registration

Click on “Agency on Credit” to open the registration form as below

Agency registration Submit details

Enter agency details

Agency name \*  Address line 1 \*  Address line 2  City \*

State  Country \*

Enter agency representative details

These details will be used for AI Majlis access to add members, create, and manage bookings

Title \*  First name \*  Middle name  Last name \*

Email address \*  Mobile number \*

This registration is only for companies or agencies intending to book AI Majlis services on credit terms which requires an advance security deposit, payable via bank transfer or bank guarantee.

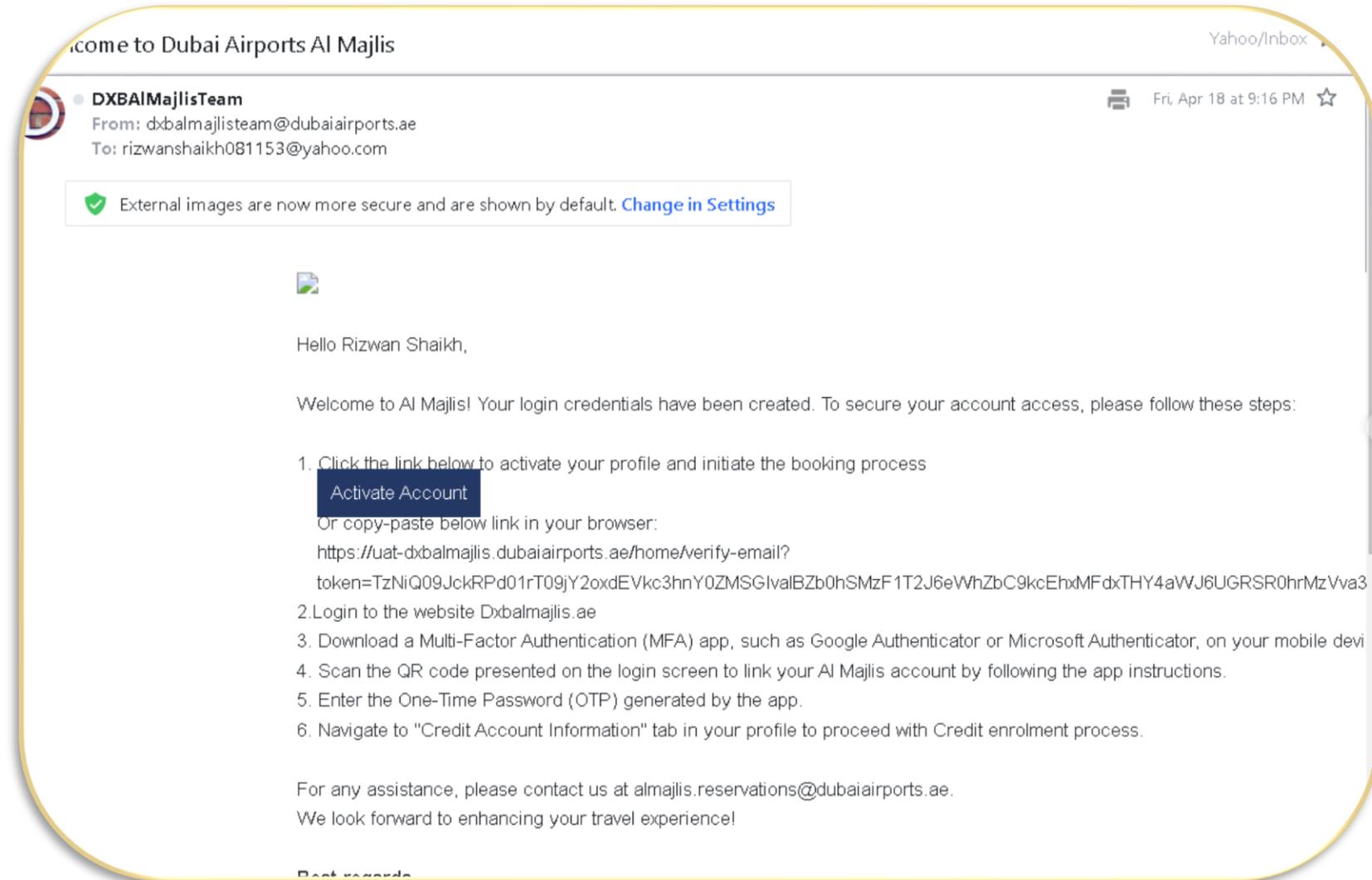
- Enter Agency details
- Enter “Representative details”. Ideally the owner of the agency. **Name and email ID entered here cannot be changed.** This representative will be the primary point of contact and will have the permissions to add new members who can book AI Majlis services for the agency

Select Captcha, Terms and Conditions to proceed

# Email Verification

You will receive an email verification email to the entered email address like the one below

Click on the **Activate Account** button to validate your email address.



# Email Verification

Upon Successful email verification you should see the given screen



Congratulations! Your email verification is complete.

[Return to login](#)

Login to the website with the entered email address and password

A screenshot of the login page for Al Majlis. The page has a light beige background. At the top, there are navigation links for 'Home', 'FAQS', 'Contact', and a language selector 'EN'. The main heading is 'Access your Al Majlis Experience' with a sub-note '(For bookings done before 10th April 2025, [click here](#))'. Below this is a progress indicator with two steps: '1 Your login details' and '2 Secure your access with Multi-Factor Authentication'. The 'Your login details' step is active. There are two input fields: 'Email address' containing 'rizwanshaikh081153@yahoo.com' and 'Password' with masked characters. A 'Forgot your password?' link is next to the password field. A dark blue 'Submit' button is below the fields. Below the submit button is an 'Or' separator and a 'Create your account' section with three buttons: 'Individual Customer', 'Agency on credit', and 'Government Entity'.

# MFA - Multi Factor Authentication

Upon login, you will see the steps to configure MFA

Step 1 : On your mobile, go to Play store/Apps store and download the Google authenticator or Microsoft authenticator

The screenshot shows a two-step process. Step 1, 'Your login details', is completed. Step 2, 'Secure your access with Multi-Factor Authentication', is the current step. A 'Step 1 of 3' indicator is visible. The main instruction is 'Install the Multi-Factor Authenticator App'. Below this, it says 'To activate secure logins:' followed by two bullet points: 'Configure Multi-Factor Authentication (MFA) by installing a recommended MFA app (Google authenticator or Microsoft authenticator) from the app store' and 'Link it to your AI Majlis account, and verify with the provided One-Time Password (OTP)'. A 'Next >' button is at the bottom right.

Step 1 of 3

Install the Multi-Factor Authenticator App

To activate secure logins:

- Configure Multi-Factor Authentication (MFA) by installing a recommended MFA app (Google authenticator or Microsoft authenticator) from the app store
- Link it to your AI Majlis account, and verify with the provided One-Time Password (OTP)

Next >

The screenshot shows the Microsoft Authenticator app page on the Google Play Store. The app is installed, as indicated by the 'Open' button and 'Installed' text. It has a 4.7 star rating from 2 million reviews, a PEGI 3 rating, and over 100 million downloads. Four feature highlights are shown with corresponding app interface images: 'Sign in without your passwords', 'Sign in with your phone', 'Autofill passwords on apps and sites', and 'More security, for all your accounts'. At the bottom, there is a promotional text: 'Use the Microsoft Authenticator to sign in easily and securely with MFA/MFA.'

Microsoft Authenticator

Installed

Open

4.7★  
2M reviews ⓘ

3  
PEGI 3 ⓘ

100M+  
Downloads

Sign in without your passwords

Sign in with your phone

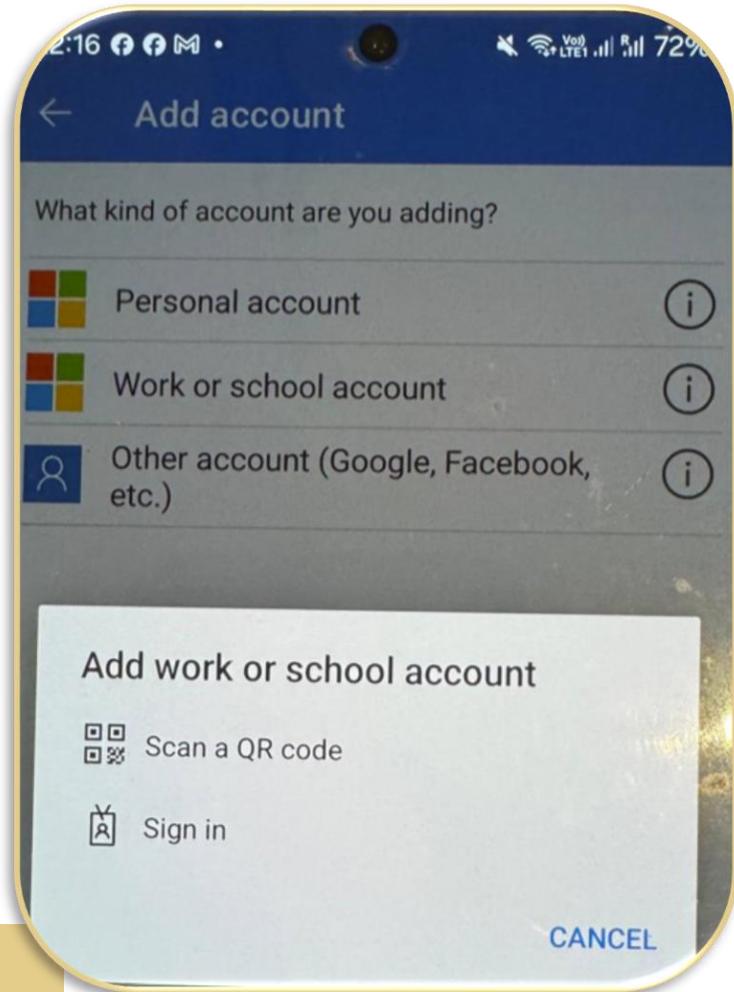
Autofill passwords on apps and sites

More security, for all your accounts

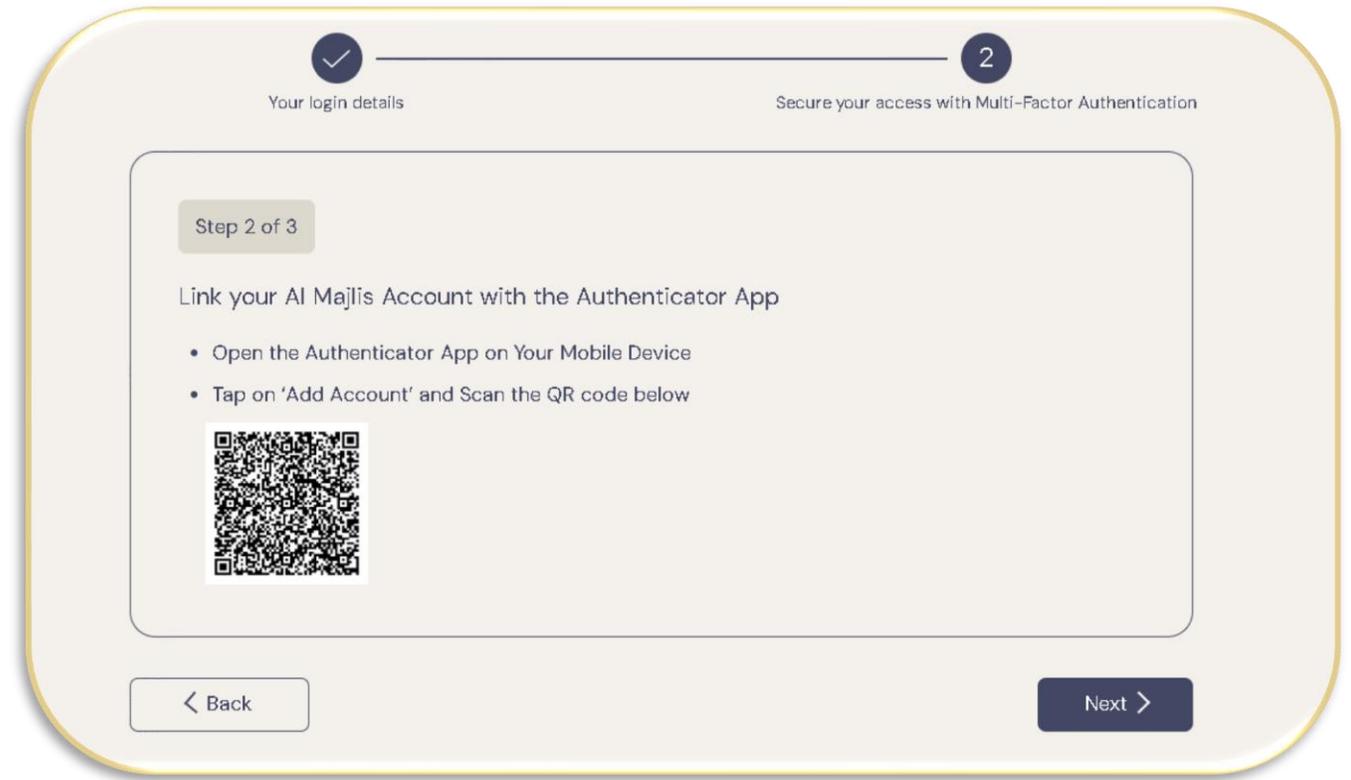
Use the Microsoft Authenticator to sign in easily and securely with MFA/MFA.

# MFA - Multi Factor Authentication

Step 2 : Link your mobile device via the authenticator app to AI Majlis website. Click Add Account.

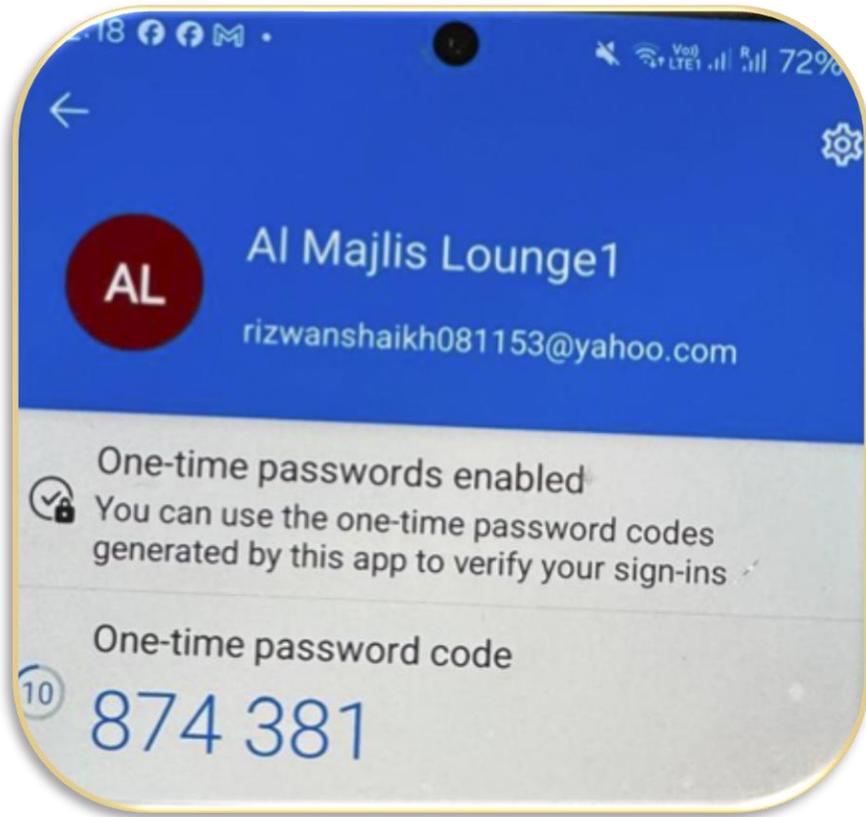


Step 3 : Using the authenticator app, scan the QR code displayed on the AI Majlis website

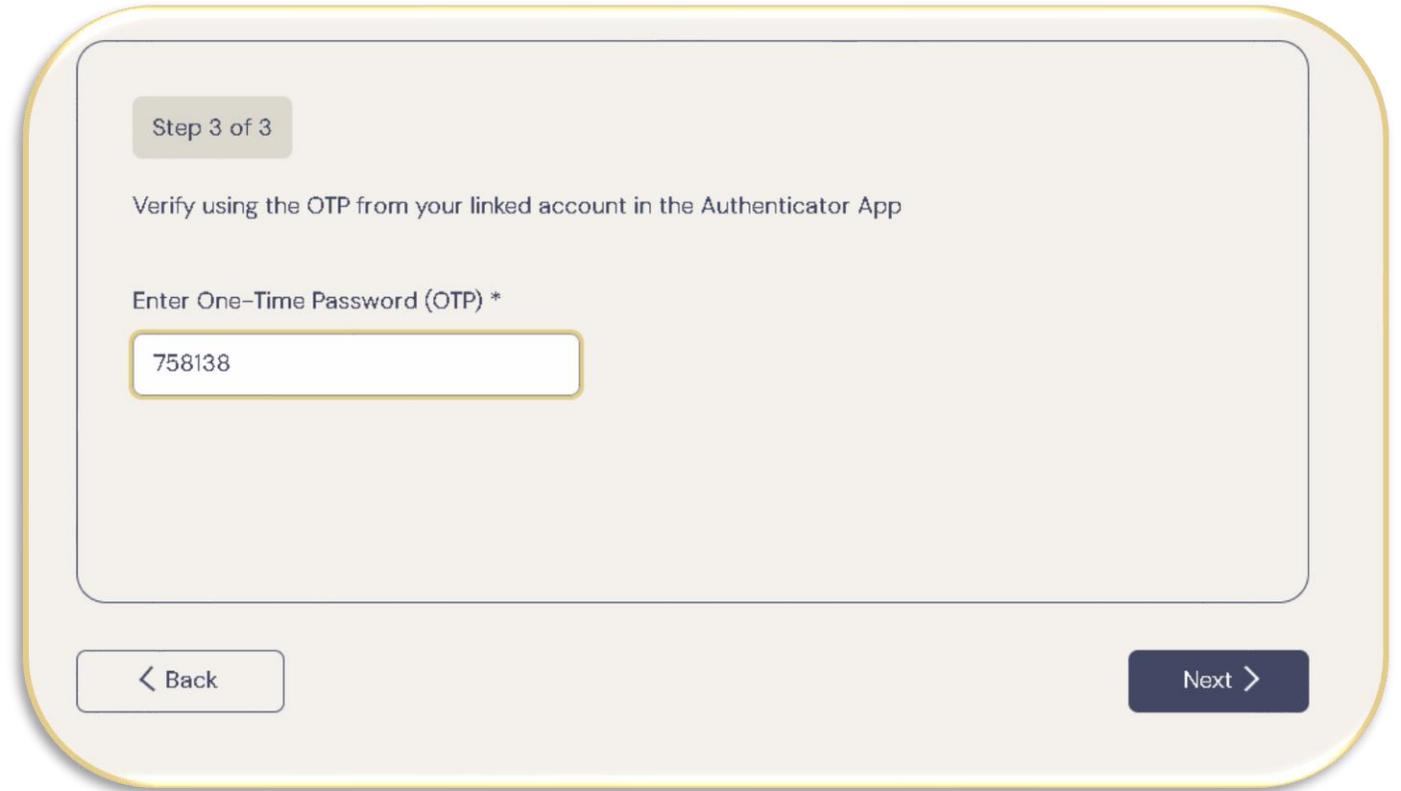


# MFA - Multi Factor Authentication

Successful addition of the Al Majlis account will display an OTP on the authenticator app

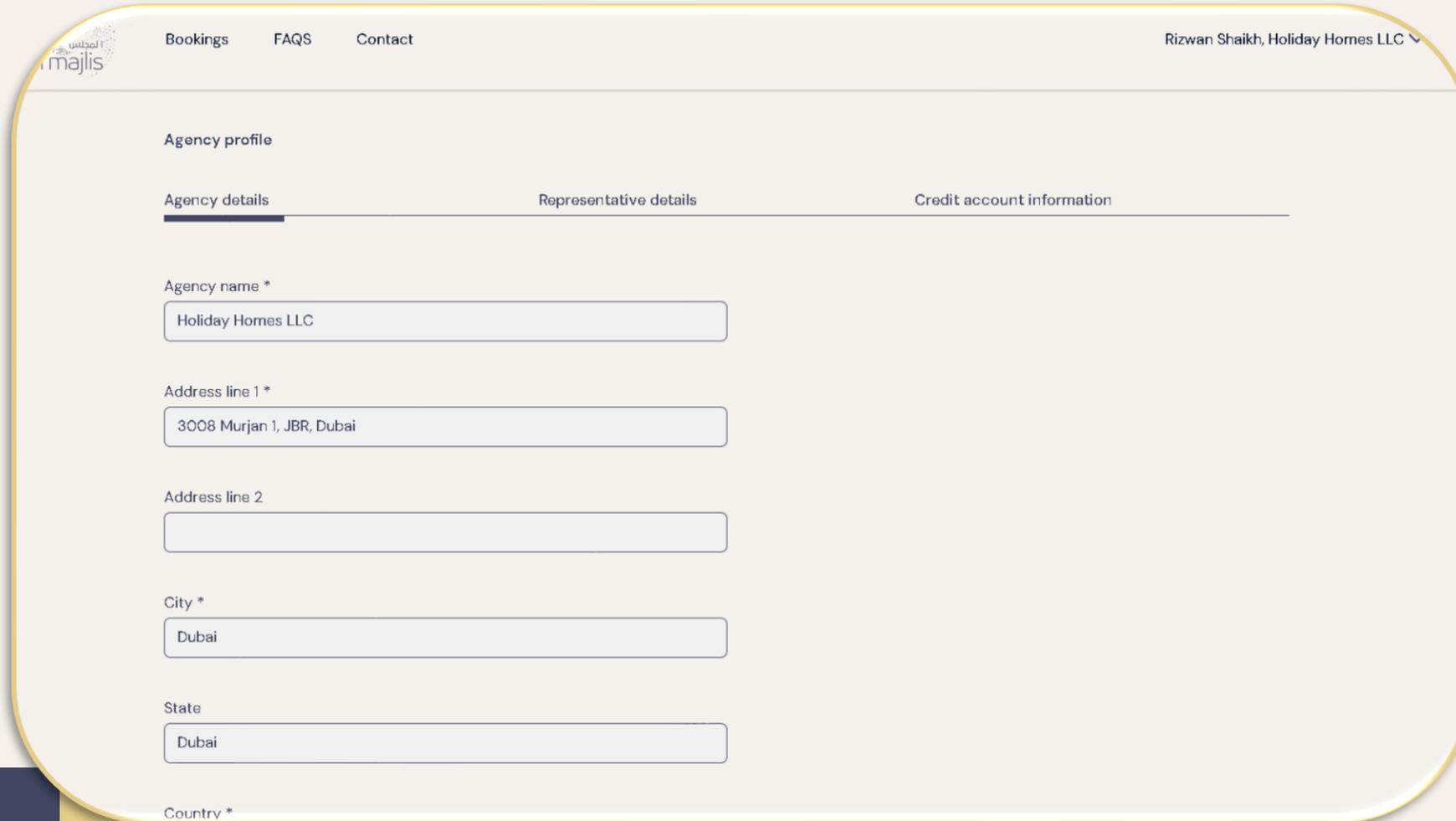


Step 4 : Enter this OTP in the Al Majlis website.



# Agency on Credit Customer Registration

Follow steps given on **slides 7 to 11** to activate your profile on the AI Majlis system.  
On successful login, you will see the below page.



Bookings    FAQS    Contact    Rizwan Shaikh, Holiday Homes LLC

Agency profile

Agency details    Representative details    Credit account information

Agency name \*

Holiday Homes LLC

Address line 1 \*

3008 Murjan 1, JBR, Dubai

Address line 2

City \*

Dubai

State

Dubai

Country \*

- Enter any missing items in the “Agency details” tab
- Confirm and enter any information in the “Representative details tab”
- Enter the “credit account information” related to your agency.
- Entering the right details will help the approving committee review and finalize the credit association

**Post submitting the details and documents, the Majlis credit approval team will review the documents and request for security deposit payment. After payment is verified, your credit account will be active for booking AI Majlis services.**

# Successful Registration and Login

After successful approval by the Al Majlis team, you will receive the confirmation on email. Login to your profile to see the booking screen as below

Step 1 of 6: Flight information

Choose your journey \*

 Departure

 Arrival

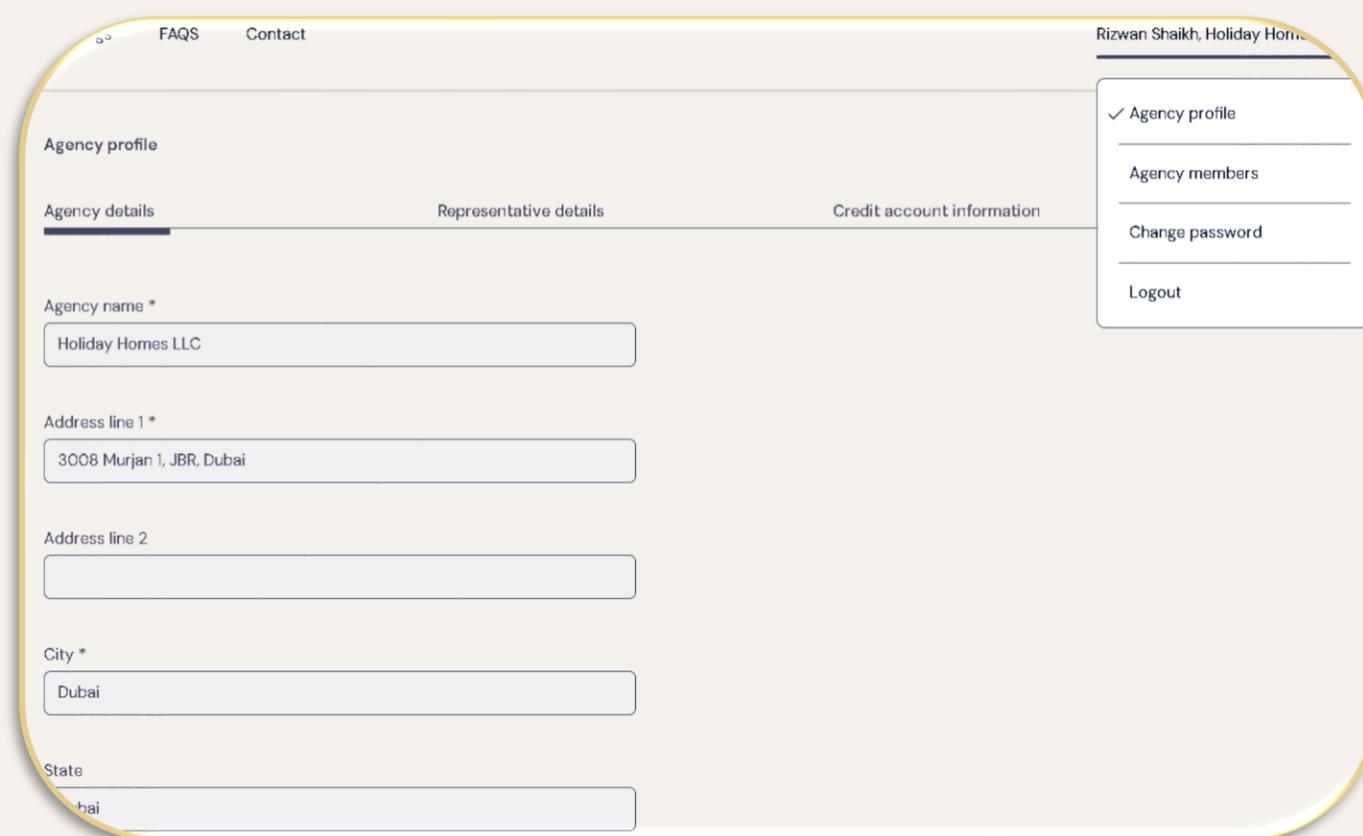
Online reservations for the Al Majlis Lounge are not available if your flight departs from or arrives in Dubai within the next 12 hours.

Note : For every login, you will have to enter the OTP from the authenticator app.

Ensure your credit balances are healthy to continue uninterrupted bookings.

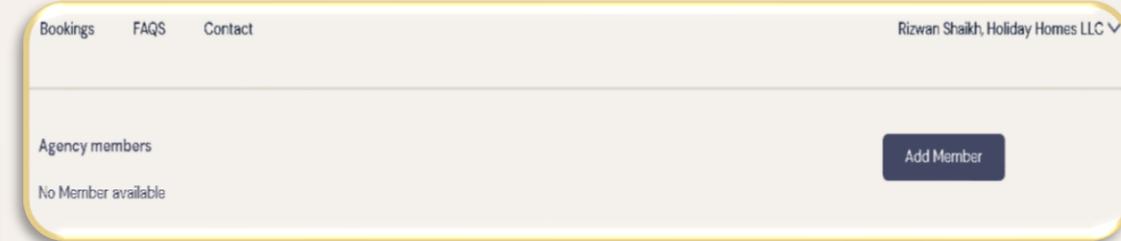
# How do I add members to my agency Profile?

The primary registered user has the permissions to add the sub users within the agency . These sub users will have to then follow the steps given in Slide 7 to 11 and register themselves under the agency.



The screenshot shows the 'Agency profile' section of a user interface. The user is logged in as 'Rizwan Shaikh, Holiday Homes LLC'. A dropdown menu is open, showing options: 'Agency profile' (checked), 'Agency members', 'Change password', and 'Logout'. The 'Agency details' tab is selected, showing a form with the following fields:

- Agency name \*: Holiday Homes LLC
- Address line 1 \*: 3008 Murjan 1, JBR, Dubai
- Address line 2: (empty)
- City \*: Dubai
- State: (empty)

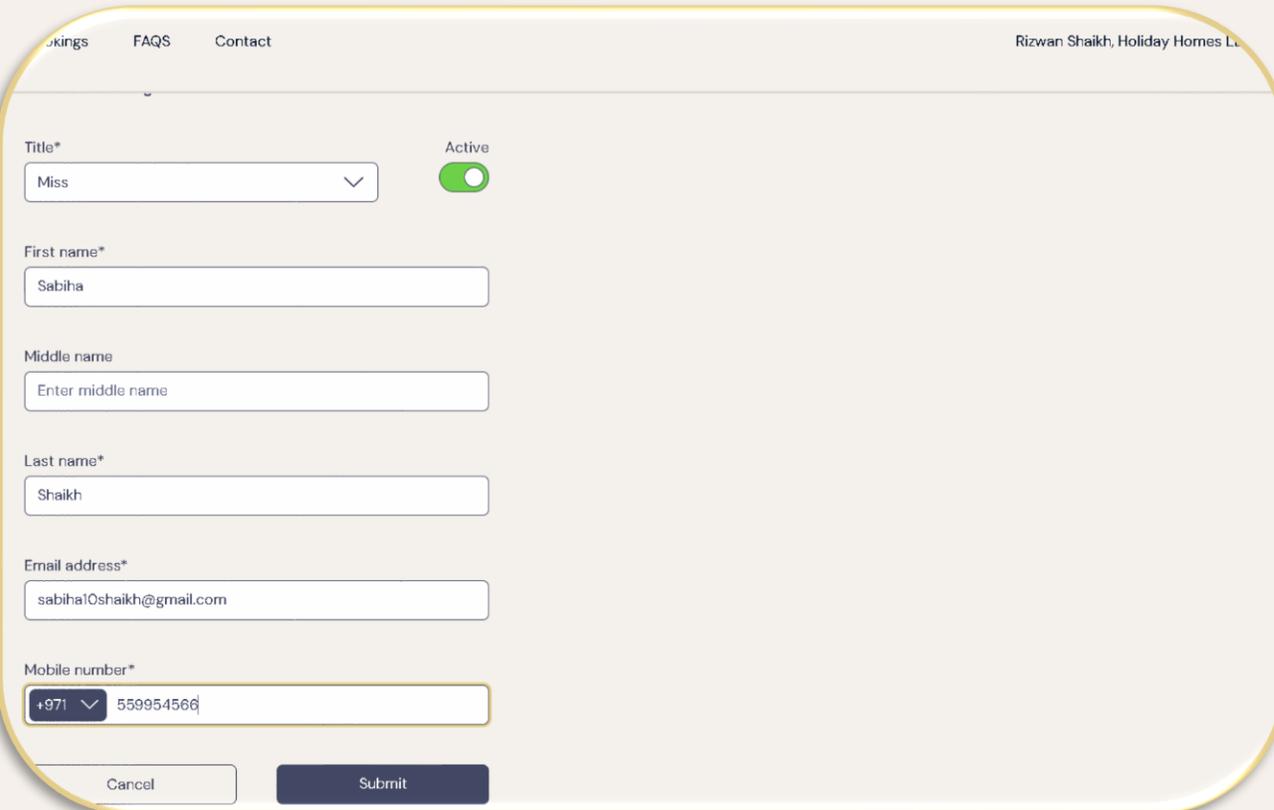


The screenshot shows the 'Agency members' section of the user interface. The user is logged in as 'Rizwan Shaikh, Holiday Homes LLC'. The page displays 'Agency members' and 'No Member available'. There is a blue 'Add Member' button.

- Click on your name to visit your profile section
- Click on Agency Members
- You will see the members added into your agency profile.
- To add any new members, click on Add members.
- These members, upon successful registration have the permissions to book on behalf of the agency.

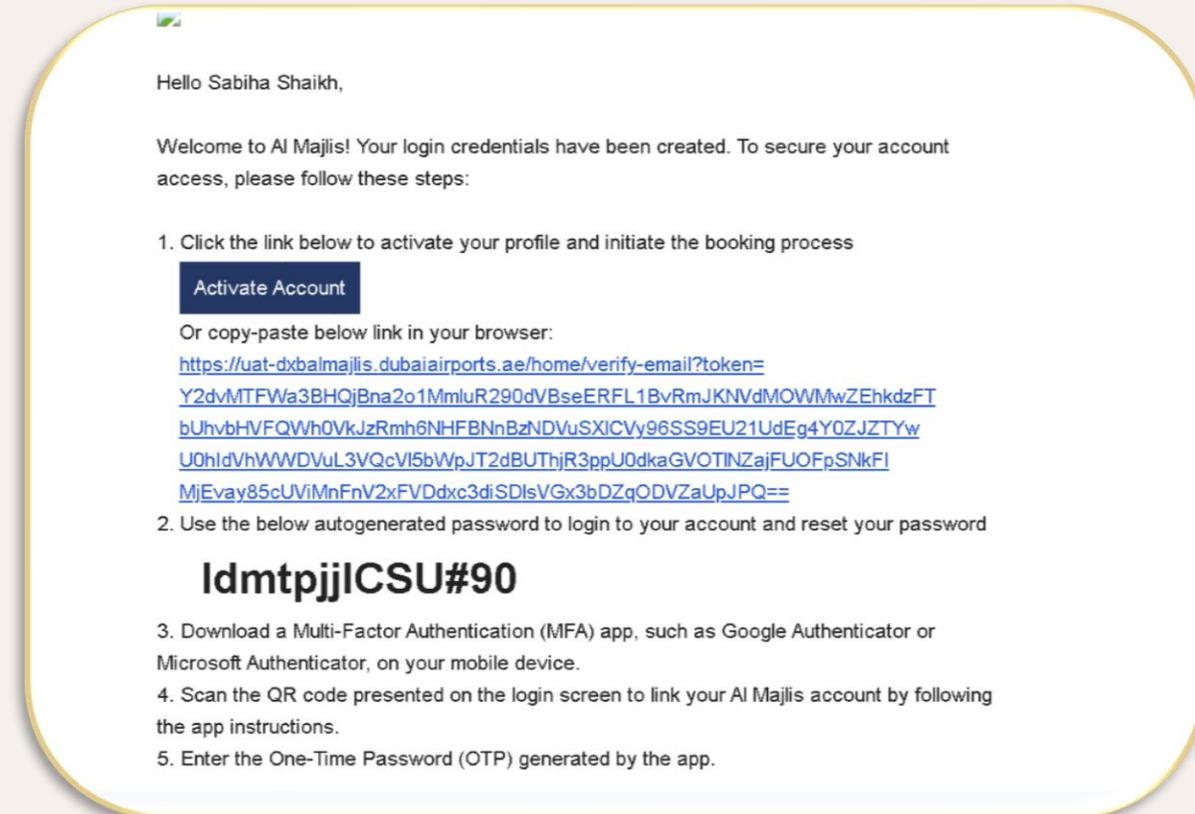
# How do I add members to my agency Profile?

The form to enter member details will be displayed as below. Fill out the details into the form and click “Submit”



The screenshot shows a web form for adding a member. At the top, there are navigation links for 'Bookings', 'FAQS', and 'Contact', and a user name 'Rizwan Shaikh, Holiday Homes L...'. The form fields are: 'Title\*' (dropdown menu with 'Miss' selected), 'Active' (toggle switch turned on), 'First name\*' (text input with 'Sabiha'), 'Middle name' (text input with 'Enter middle name'), 'Last name\*' (text input with 'Shaikh'), 'Email address\*' (text input with 'sabiha10shaikh@gmail.com'), and 'Mobile number\*' (text input with '+971' in a dropdown and '559954566'). At the bottom, there are 'Cancel' and 'Submit' buttons.

The member will then receive a welcome email as below. Follow steps from slide 7 to 11 to register yourself as a sub user of the agency and book Al Majlis services



The screenshot shows a welcome email from Al Majlis. The recipient is 'Sabiha Shaikh'. The email text says: 'Welcome to Al Majlis! Your login credentials have been created. To secure your account access, please follow these steps:'. There are five numbered steps: 1. Click the link below to activate your profile and initiate the booking process. Below this is a blue button labeled 'Activate Account'. 2. Use the below autogenerated password to login to your account and reset your password. Below this is the password 'IdmtpjjlCSU#90'. 3. Download a Multi-Factor Authentication (MFA) app, such as Google Authenticator or Microsoft Authenticator, on your mobile device. 4. Scan the QR code presented on the login screen to link your Al Majlis account by following the app instructions. 5. Enter the One-Time Password (OTP) generated by the app.

# Agency Member list

The Primary user can see all the sub users under the agency profile as below.



The screenshot displays the 'Agency members' section of a web application. At the top, there are navigation links for 'Bookings', 'FAQS', and 'Contact', and a user profile for 'Rizwan Shaikh, Holiday Homes LLC'. Below the navigation, the 'Agency members' section shows '1 Member available' and an 'Add Member' button. A single member profile is displayed for 'Sabiha Shaikh', who is 'Active'. The profile includes the following details: Email address: sabiha10shaikh@gmail.com, Mobile number: 559954566, and Created on: 19 April 2025. A 'View details >' link is located at the bottom right of the profile card.

The primary user can add any number of sub users in the agency profile, provided the sub user has a unique email ID and a phone where the MFA will be configured.

If any sub user leaves the organization, the primary user can always make this user inactive

# Booking Al Majlis Services

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# Booking Al Majlis Services

Upon login, the user can see the below screen to either choose an arrival or departure booking. Al Majlis does not provide any transit services currently. However, the customers can book Arrival and departure separately.



The screenshot shows the top navigation bar with 'al majlis' logo, 'Bookings', 'FAQS', and 'Contact' links. The user is logged in as 'Rizwan Shaikh, Holiday Homes LLC'. The main heading is 'Reserve Private Al Majlis Lounge' with a 'Next >' button. Below this is a progress bar for 'Step 1 of 6: Flight information'. The 'Choose your journey \*' section has two radio buttons: 'Departure' (selected) and 'Arrival'. A disclaimer at the bottom states: 'Online reservations for the Al Majlis Lounge are not available if your flight departs from or arrives in Dubai within the next 12 hours. For more details, please contact Al Majlis reservations team at [Contact](#)'.

- Select your journey type
- Click next
- Type the destination for departure flights
- Type the last origin in case of an arriving flight (Example if your flight from Miami is coming via another airport to DXB, then type the via airport)
- Select date at least 12 hours in advance of the flight
- Select your airline
- Select your flight number
- Click next

Ensure right flight details are entered, to guarantee Al Majlis services.



This screenshot shows the same booking interface as above, but with flight details filled in. The 'Departure' radio button is selected. The 'Destination \*' field contains 'Mumbai (BOM)'. The 'Departure date (DD/MM/YYYY)\*' field shows 'From Dubai 28/04/2025' with a calendar icon. The 'Airlines \*' dropdown is set to 'Emirates'. The 'Flight number and departure time\*' dropdown is set to 'EK-504 (03:30)'. The same disclaimer is visible at the bottom.

# Booking Al Majlis Services

Add travelers to your booking.

al majlis Bookings FAQs Contact Rizwan Shaikh, Holiday Homes LLC

Booking in progress Save as draft

Destination BOM Flight number EK-504 Departure date and time 28/04/2025 03:30 Airline Emirates

< Back Next >

Step 2 of 6: Traveller information

Search and select a traveller Add traveller

al majlis Bookings FAQs Contact Rizwan Shaikh, Holiday Homes LLC

Booking in progress Save as draft

Destination BOM Flight number EK-504 Departure date and time 28/04/2025 03:30 Airline Emirates

< Back Next >

Step 2 of 6: Traveller information

Search and select a traveller Add traveller

Title \* Mr First name \* Anil Middle name Kumar Last name \* Sharma Remove traveller

Relationship \* Others Nationality \* India Passport number \* C48454858 Date of birth(DD/MM/YYYY) \* 21/06/1994

Person of determination (POD)

Save this traveller information for future bookings

- You can add up to 9 travelers in your booking
- Agencies roistered under online payment category can add their actual guest details for booking
- Add correct details of the guest to comply with security requirements
- You can save this traveler in your profile for any future travel entries
- Check on POD if applicable
- You can click on “Remove traveler” to remove and traveler added to the list
- Ensure there is at least one adult in the booking request.

# Booking Al Majlis Services

Confirm your packages and services involved.

Booking in progress

Destination: BOM Flight number: EK-504 Departure date and time: 28/04/2025 03:30 Airline: Emirates

Step 3 of 6: Choose package

Number of travellers: 1 Adult (Above 12 years) Total amount: 2500 AED (Excluding VAT, IF, and KDF)

Packages

**Base Package**

While you enjoy our service in your private lounge, we'll take care of everything. From handling your luggage and security check to managing your duty free shopping.



**Services included**

- Dedicated Bmw 7-Series Air-Side Drop/Pick Up
- Private Lounge
- Private Customs & Security Check
- Luggage Check-In Service
- Complementary Drinks Upon Arrival

**Fare (Excluding VAT, IF, and KDF):** 2500 AED Adult (Above 12 years)

Base Package Selected

- You can at any point of time check your flight details at the top of the page
- Select the correct base package and the fare

- Select add-on services if any
- Please note, Add-on services once booked cannot be cancelled alone. You will have to modify the booking, remove the traveler altogether to get a voucher for the traveler and the add on service.
- You can then rebook newly again using these vouchers

Booking in progress

Destination: BOM Flight number: EK-504 Departure date and time: 28/04/2025 03:30 Airline: Emirates

Step 4 of 6: Review and choose additional services

Base fare (Excluding VAT, IF, and KDF): 2500 AED Adult (Above 12 years) Number of travellers: 1 Adult Add-on services: 1 Premium Beverage Total amount: 3000 AED (Excluding VAT, IF, and KDF)

Add-on services

**Premium Beverage**

Indulge in an unparalleled drinking experience with our exclusive premium beverage offering. Whether you're celebrating a special occasion, hosting a sophisticated event, or simply enjoying a moment of relaxation



**Fare (Excluding VAT, IF, and KDF):** 500 AED Adult (Above 12 years)

Select travellers for this service

Mr Aril Kumar Sharma

# Booking Al Majlis Services

## Enter flight details.

al majlis Bookings FAQs Contact Rizwan Shaikh, Holiday Homes LLC

Booking in progress Save as draft

Destination BOM Flight number EK-504 Departure date and time 28/04/2025 03:30 Airline Emirates

Step 5 of 6: Provide flights booking reference (PNR) and preferences

LPO (Local Purchase Order) number  
Provide correct LPO (Local Purchase Order) number for reconciliation and reporting

5546464

Flights booking reference (PNR) details  
Please provide accurate flights booking reference (PNR) details for all travellers to ensure seamless service. Multiple PNRs can be added.

Upload flight booking reference (PNR) confirmation \* PDF/PNG/JPEG max size 5MB

Flights booking reference (PNR) number \* NEXGB6

NEXGB6.jpg Remove Browse and upload

Upload successful

- Select add-on services if any  
Please note, Add-on services once booked cannot be cancelled alone. You will have to modify the booking, remove the traveler altogether to get a voucher for the traveler and the add on service.  
You can then rebook newly again using these vouchers

- For agency on credit and UAE government entities, you can fill the LPO number if any.
- Enter the PNR (Flight reference number / ticket number) and upload the ticket proof. Follow the guidelines to upload the ticket.
- Ensure your company firewall does not block the file upload
- You can add multiple PNRs for different travelers
- You can save as draft the booking and can find the draft again in your bookings section under draft filter.
- Click next

Booking in progress Save as draft

Destination BOM Flight number EK-504 Departure date and time 28/04/2025 03:30 Airline Emirates

Step 4 of 6: Review and choose additional services

Base fare (Excluding VAT, IF, and KDF): 2500 AED Adult (Above 12 years)	Number of travellers: 1 Adult	Add-on services: 1 Premium Beverage	Total amount:3000 AED Excluding VAT, IF, and KDF
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Add-on services

Premium Beverage  
Indulge in an unparalleled drinking experience with our exclusive premium beverage offering. Whether you're celebrating a special occasion, hosting a sophisticated event, or simply enjoying a moment of relaxation

Fare (Excluding VAT, IF, and KDF):  
500 AED Adult (Above 12 years)

Select travellers for this service  
 Mr Aril Kumar Sharma



# Booking Al Majlis Services

Confirm booking details and Payment.

For Agency on credit, the booking amount will be deducted from the available credit balances

Online payment customers will be redirected to payment gateway for credit card, Naqodi, Google pay, net banking and Tabby payment methods

The screenshot shows the 'Review and confirm payment' step of a booking process. At the top, there are navigation links for 'Bookings', 'FAQS', and 'Contact', and the user's name 'Rizwan Shaikh, Holiday Homes LLC'. Below this, a summary table displays the booking details: Destination (BOM), Flight number (EK-504), Departure date and time (28/04/2025 03:30), and Airline (Emirates). A 'Back' button is located to the right of the table. Below the table, a progress bar indicates 'Step 6 of 8: Review and confirm payment'. The main content area shows the 'Total amount pending for payment at booking' as 3190 AED, including VAT, IF, and KDF. A breakdown of the total amount is provided: Base fare for 1 adult (2500 AED), 1 Premium Beverage (500 AED), Value added tax (VAT) 5% (150 AED), Innovation fee (IF) (20 AED), and Knowledge dirham fee (KDF) (20 AED). There is a checkbox for 'I accept the Terms and Conditions' which is checked. A 'Complete booking with credit account' button is visible. At the bottom, the credit balance information is shown: Credit limit: 150000 AED, Available credit balance: 150000 AED, and Utilised credit balance: 0 AED.

Destination	Flight number	Departure date and time	Airline
BOM	EK-504	28/04/2025 03:30	Emirates

**Total amount pending for payment at booking** 3190 AED  
Including VAT, IF, and KDF

- Base fare for 1 adult : 2500 AED
- 1 Premium Beverage : 500 AED
- Value added tax (VAT) 5%: 150 AED
- Innovation fee (IF): 20 AED
- Knowledge dirham fee (KDF): 20 AED

I accept the [Terms and Conditions](#)

**Complete booking with credit account**

\*\*VAT(Value added tax), IF(Innovation fee) and KDF(Knowledge dirham fee)

Credit limit : 150000 AED      Available credit balance : 150000 AED      Utilised credit balance : 0 AED

The screenshot shows the payment gateway interface for Dubai Airports. At the top, there are logos for 'دبي دبي dubaipay' and 'دبي الرقمية DIGITAL DUBAI'. The user's account information is displayed as 'Dubai Airports - #335d310a6e8a4b3792e602a29'. Below this, the 'Payment Method' section lists several options: Credit Card, Net Banking, Noqodi, Google Pay, and Pay Later with Tabby (Service fees apply). The 'Contact Info' section shows the user's email as 'pankajhokher26@gmail.com' and mobile number as '97112398786655'. There is a link to 'Add Another Contact'. At the bottom, the 'Total Amount: 3190.00 AED' is displayed, along with 'Cancel' and 'Pay' buttons. A note states 'By tapping on "Pay" you are agreeing with our [Terms & Conditions](#)'. At the very bottom, there is a contact number '600 560 000' and a copyright notice 'Copyright © 2025. All rights reserved.'

**دبي دبي dubaipay**      دبي الرقمية DIGITAL DUBAI

Dubai Airports - #335d310a6e8a4b3792e602a29      Details

**Payment Method**

- Credit Card
- Net Banking
- Noqodi
- Google Pay
- Pay Later with Tabby (Service fees apply)

**Contact Info**

Email: pankajhokher26@gmail.com  
Mobile: 97112398786655  
[Add Another Contact](#)

**Total Amount: 3190.00 AED**

Cancel      Pay

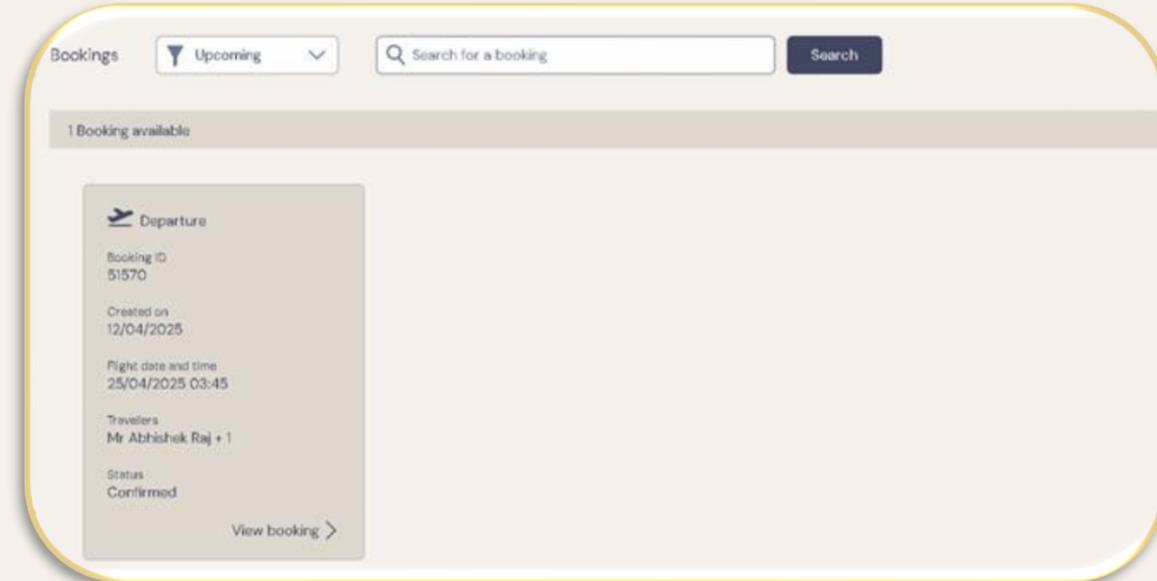
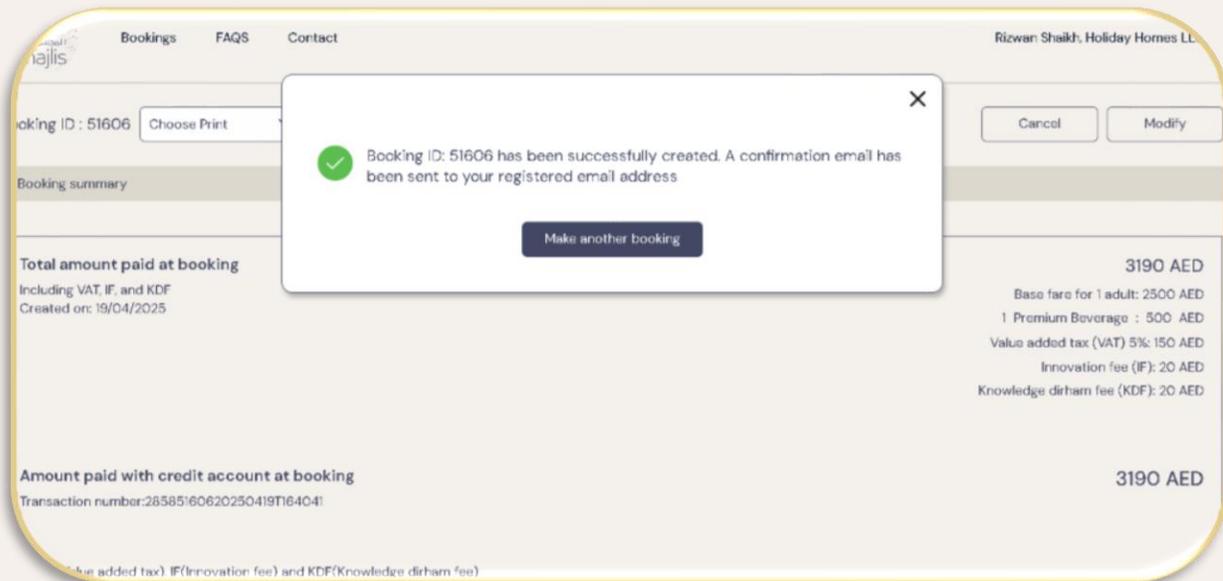
By tapping on "Pay" you are agreeing with our [Terms & Conditions](#)

For more inquiries please call [600 560 000](tel:600560000)      Copyright © 2025. All rights reserved.

# Booking Confirmation

Upon success payment / or credit deduction, a booking confirmation message will be displayed on your screen as below

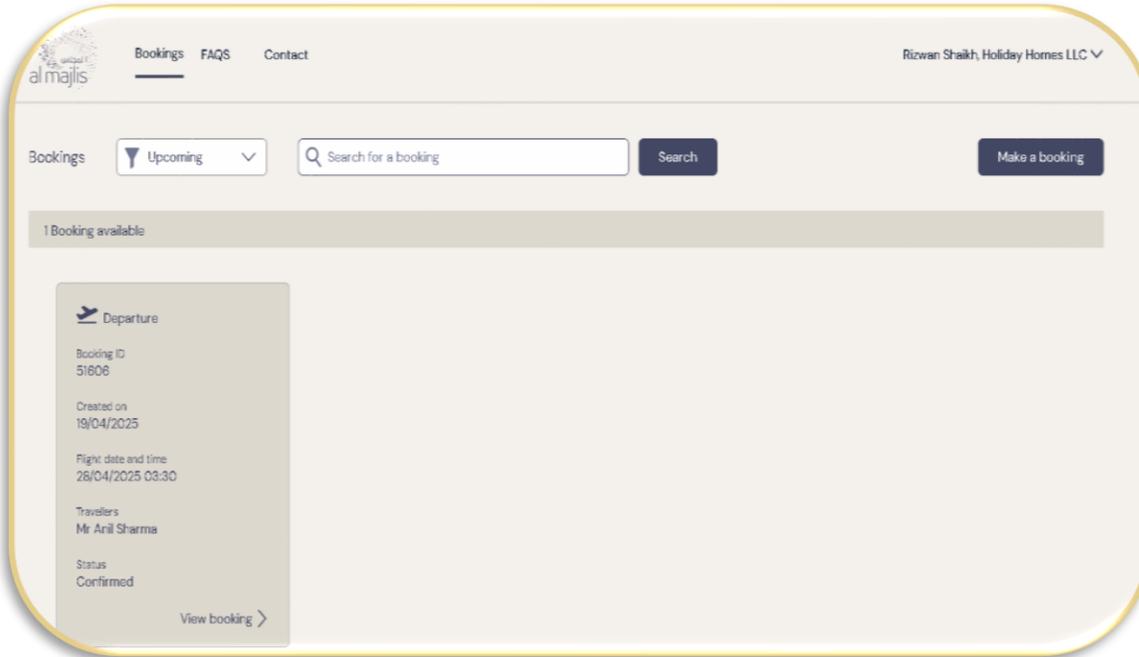
You can check all your bookings in the “Bookings” section within your profile



Successful booking confirmation, VAT invoice will be sent to the registered email ID of the online payment customers. Agency on credit customers will receive their VAT invoices upon completion of the service

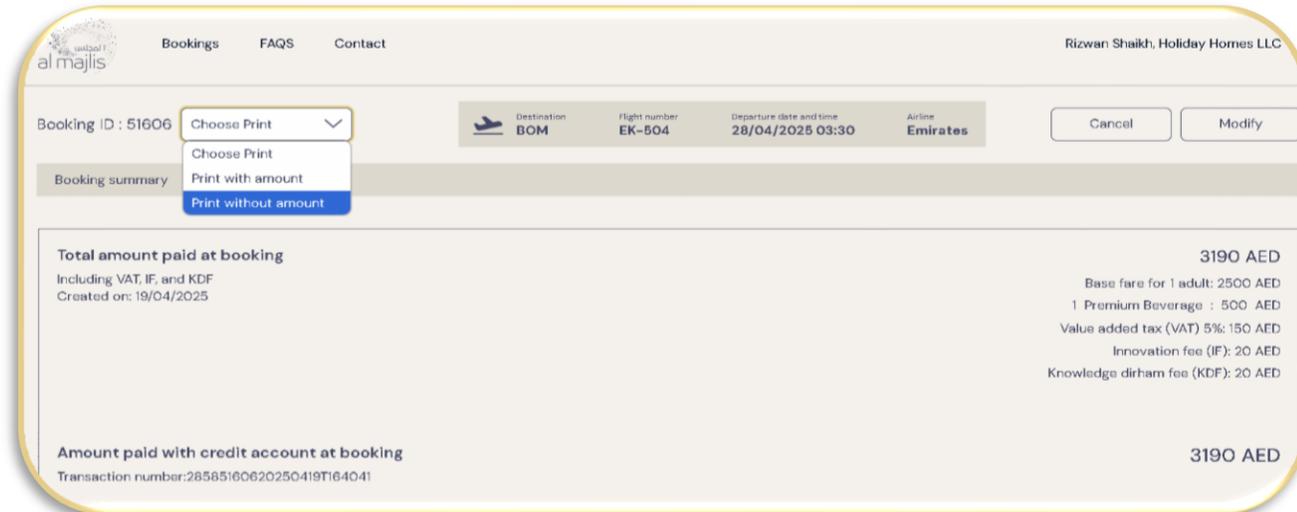
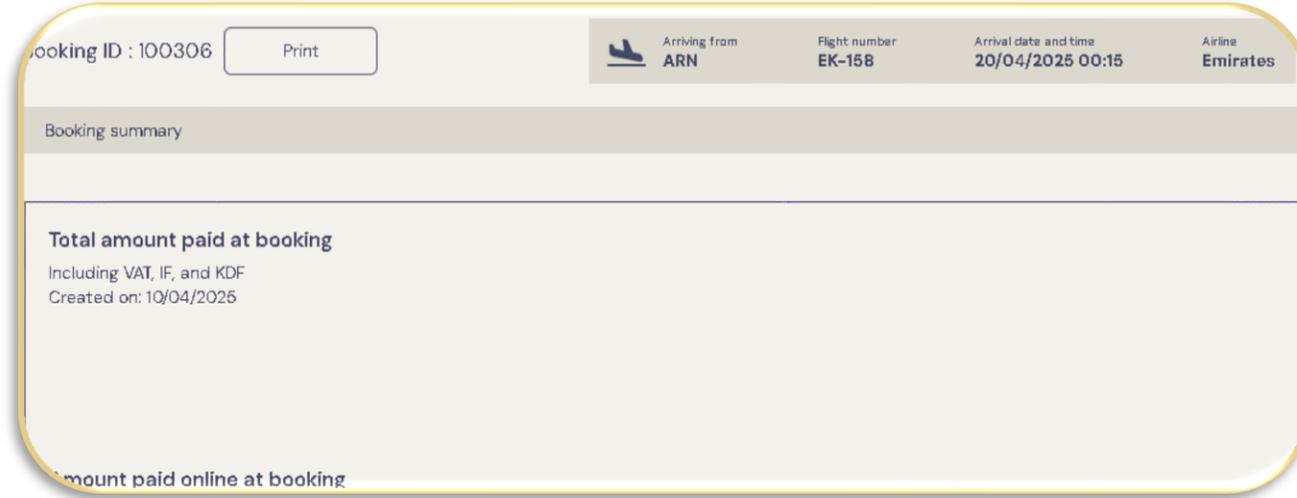
# Print Booking

From your bookings section, you can select the booking you want to print



Agency on credit will have the option to print the booking confirmation with or without the pricing details

Click on the Print option to print the booking confirmation again.



# Manage Booking

almajlis

Bookings FAQs Contact

Rizwan Shaikh, Holiday Homes LLC

Booking ID : 51606 Choose Print

Destination BOM Flight number EK-504 Departure date and time 28/04/2025 03:30 Airline Emirates

Cancel Modify

Booking summary

**Total amount paid at booking** 3190 AED

Including VAT, IF, and KDF

Created on: 19/04/2025

Base fare for 1 adult: 2500 AED

1 Premium Beverage : 500 AED

Value added tax (VAT) 5%: 150 AED

Innovation fee (IF): 20 AED

Knowledge dirham fee (KDF): 20 AED

**Amount paid with credit account at booking** 3190 AED

Transaction number:28585160620250419T164041

\*\*VAT(Value added tax), IF(Innovation fee) and KDF(Knowledge dirham fee)

- All categories of customers can modify their bookings 24 hours in advance.
- Users can click on the “Modify” option to cancel, change flight details etc.
- Users cannot change the names of the travelers in a confirmed booking.
- In such cases, users are advised to cancel the booking , avail the voucher and book again with right details
- Any booking which is less than 24 hours to flight will not have the modify option.
- Upon cancelling a booking, the user will get voucher equivalent to the service. Example an adult voucher, or a child voucher or a premium beverage voucher
- Add on vouchers like the premium beverage voucher cannot be cancelled singularly. The traveler for whom the beverage has been booked needs to be removed to get the add on voucher

# Contact details and Feedback

## Phone

Lounge: +971 45 045 285 (9 am - 9 pm)

Duty officer: +971 50 624 3449 (9 am - 9 pm)

## Email address

Reservations: [almajlis.reservations@dubaiairports.ae](mailto:almajlis.reservations@dubaiairports.ae)

Additionally, we would like to hear from you. You can always share your suggestions through the Feedback form under the contact tab.

## Share feedback

### Personal details

Name \*

Email Address \*

Phone Number

### Your feedback

Type Of Feedback \*

Airport \*

Terminal \*

Incident Date \*



Booking Id

# Thank you

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