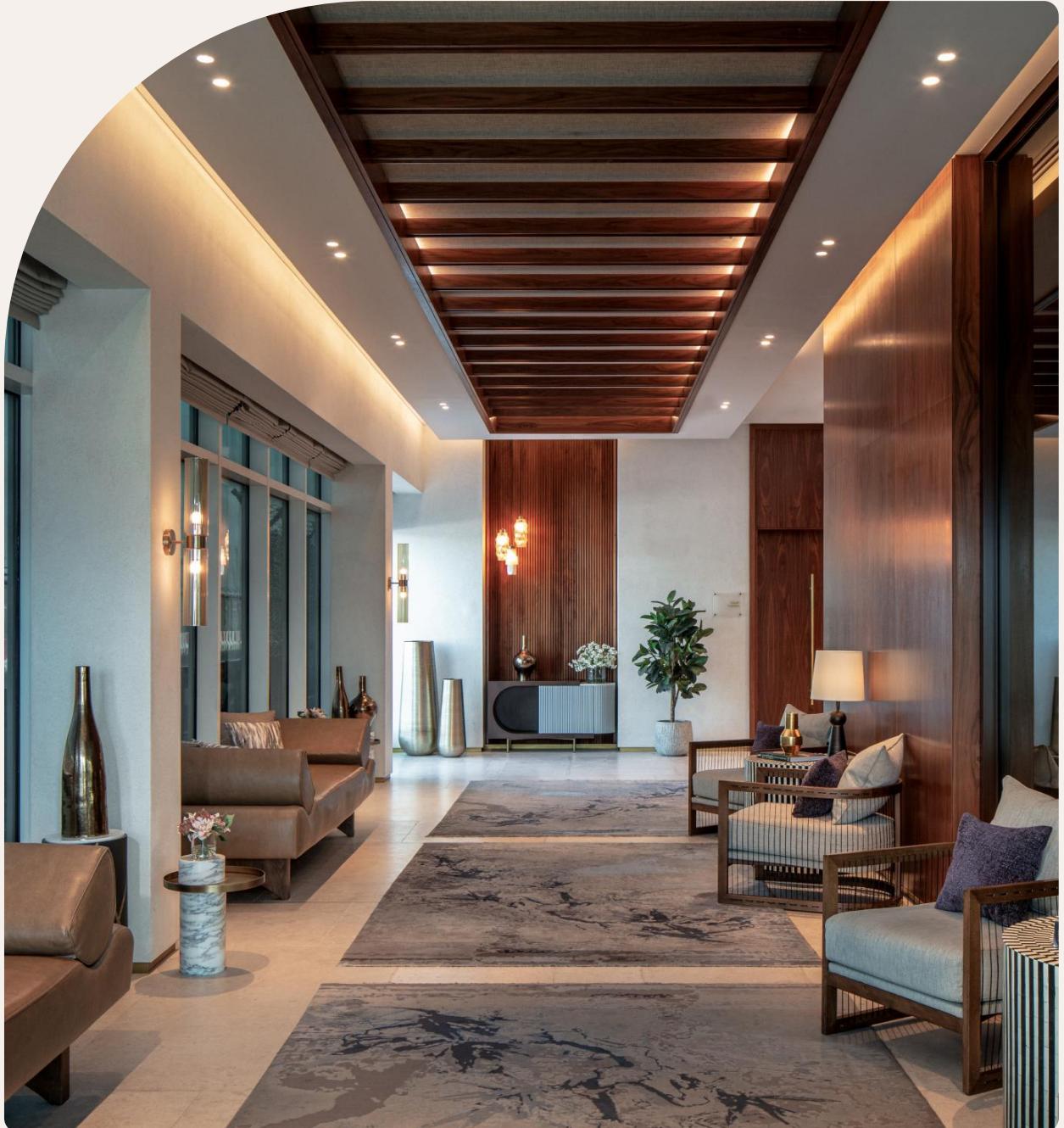


User Guide to the Al Majlis registration and booking process



Topics

1. Introduction

2. Registrations

a. Online payment customers

b. Agencies on credit

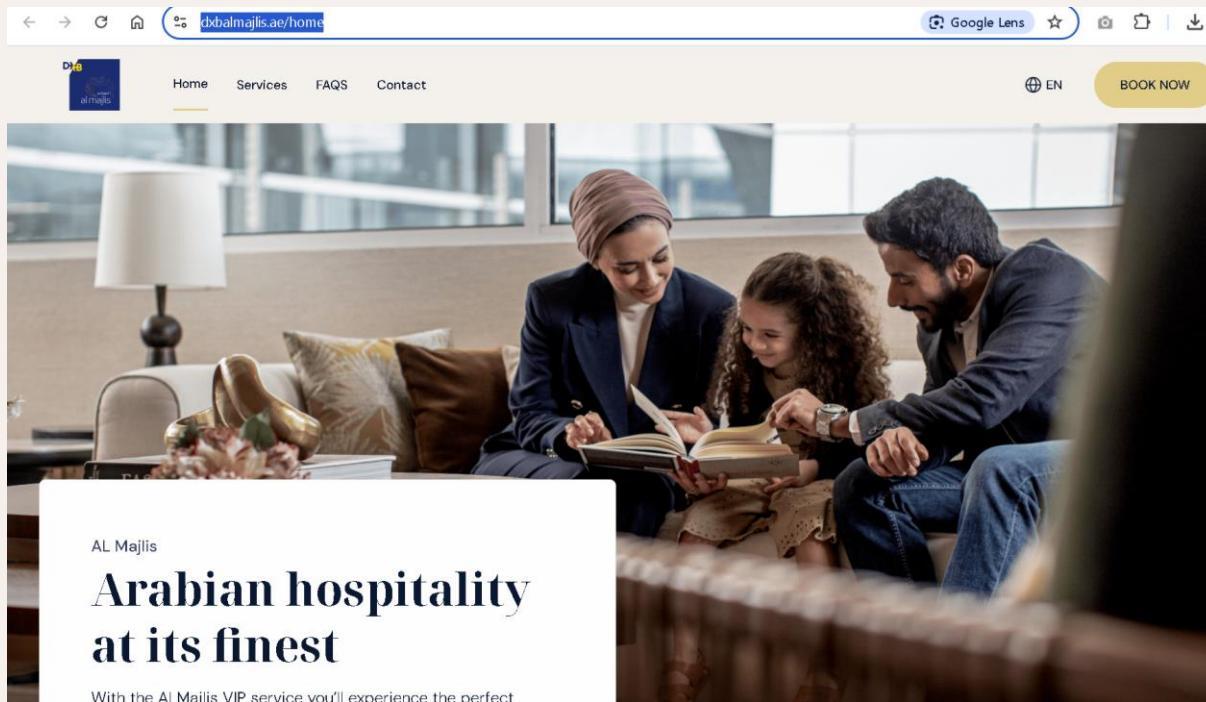
C. Government entities

3. Booking Al Majlis service



Introduction

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 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 Al 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 Al Majlis patrons.

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

Access your Al Majlis Experience
(For bookings done before 10th April 2025, [click here](#))

1 Your login details 2 Secure your access with Multi-Factor Authentication

Email address
Enter email address

Password
Enter password

Forgot your password?

Submit

Or

Create your account

Individual Customer Agency on credit 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

Online Customer Registration

Enter guest details

Title *

First name *

Middle name

Last name *

Email address *

Mobile number *

Date of birth (DD/MM/YYYY) *

Password *

Confirm password *

Password requirements:

- Minimum of 8 characters
- Includes at least one number
- Includes at least one special character
- Includes at least one uppercase letter

I'm not a robot  reCAPTCHA
Privacy - Terms

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

Welcome to Dubai Airports Al Majlis

DXBALMajlisTeam
From: dxbalmajlisteam@dubaiairports.ae
To: rizwanshaikh081153@yahoo.com

External images are now more secure and are shown by default. [Change in Settings](#)

Hello Rizwan Shaikh,

Welcome to Al Majlis! Your login credentials have been created. To secure your account access, please follow these steps:

1. Click the link below to activate your profile and initiate the booking process
[Activate Account](#)
Or copy-paste below link in your browser:
<https://uat-dxbalmajlis.dubaiairports.ae/home/verify-email?token=TzNiQ09JcKRPd01rT09jY20xdEVkc3hnY0ZMSGIvalBZb0hSMzF1T2J6eWhZbC9kcEhxMFdxTHY4aWJ6UGRSR0hrMzVva3>
2. Login to the website Dxbalmajlis.ae
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.
6. Navigate to "Credit Account Information" tab in your profile to proceed with Credit enrolment process.

For any assistance, please contact us at almajlis.reservations@dubaiairports.ae.
We look forward to enhancing your travel experience!

Email Verification

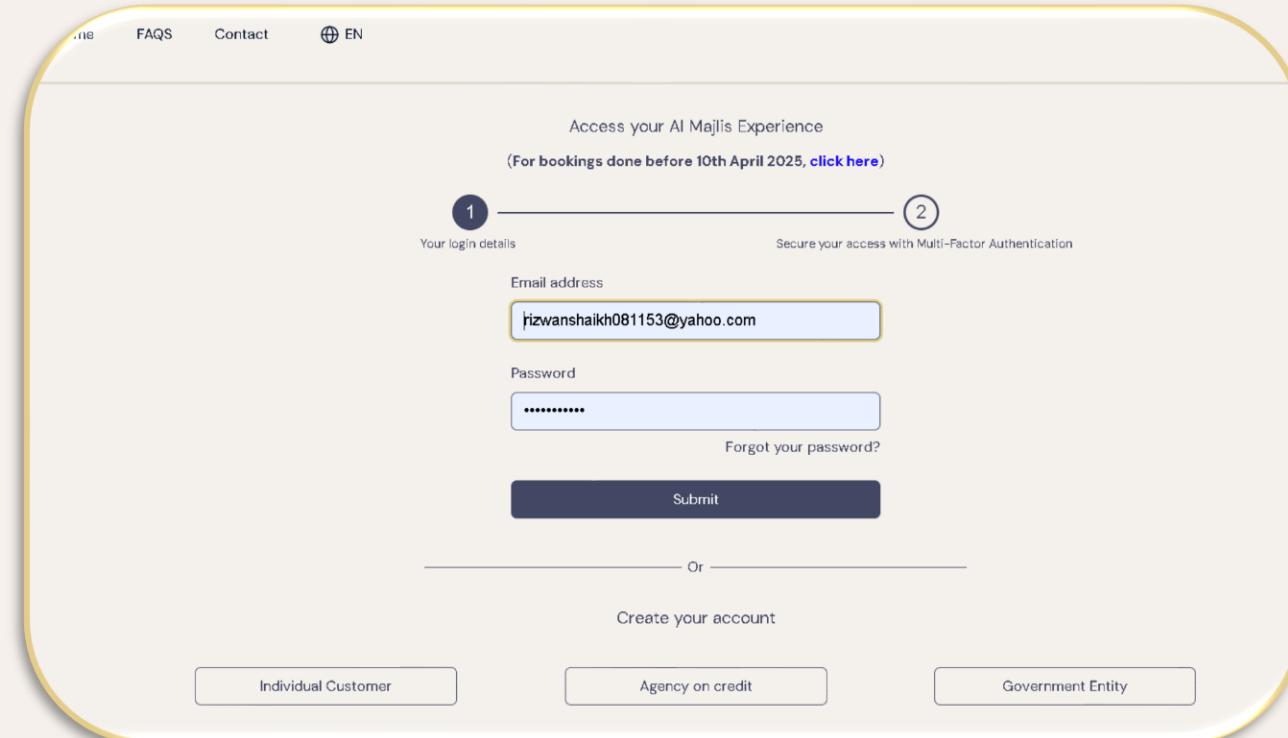
Upon Successful email verification you should see the given screen



Congratulations! Your email verification is complete.

[Return to login](#)

Login to the website with the email address and password



The screenshot shows the login page of the al majlis website. At the top, there are links for "Home", "FAQs", "Contact", and a language selector "EN". Below that, a header reads "Access your Al Majlis Experience" and "For bookings done before 10th April 2025, [click here](#)". The login form is divided into two sections: "1 Your login details" and "2 Secure your access with Multi-Factor Authentication". The "Email address" field contains "hizwanshaikh081153@yahoo.com". The "Password" field is obscured by dots. Below the password field is a link "Forgot your password?". A "Submit" button is at the bottom of the form. To the right of the form, there is a "Create your account" link and three buttons for "Individual Customer", "Agency on credit", and "Government Entity".

MFA - Multi Factor Authentication

Upon login, you will be asked to enter the OTP that you should have received on your registered and verified email ID

The screenshot shows a login page with a yellow header bar. The header contains links for 'Log in', 'FAQS', and 'Contact'. Below the header, the text 'Log in as Individual user' is displayed. The page is divided into two main sections: 'Your login details' (marked with a checkmark icon) and 'Secure your access with Multi-Factor Authentication' (marked with a '2' icon). A callout box highlights an important update about Email OTP Verification. The update states: 'Important Update: Email OTP Verification Introduced. To enhance your login experience and security, we have now introduced Email OTP (One-Time Password) verification. Please note that the Authenticator Apps verification method is no longer in use.' It also includes a note about action required: 'Action Required: Check your registered email inbox for the OTP and enter it to proceed with login. If you do not receive the OTP within a few minutes, please check your spam/junk folder or contact support for assistance.' Below this, there is a text input field for 'Enter One-Time Password (OTP) *' and a button labeled 'Enter One-Time Password'. A 'Resend OTP' button with a timer (02:54) is also present. At the bottom right, a 'Next >' button is visible.

Log in as Individual user

1 Your login details 2 Secure your access with Multi-Factor Authentication

Important Update: Email OTP Verification Introduced
To enhance your login experience and security, we have now introduced **Email OTP (One-Time Password) verification**. Please note that the **Authenticator Apps verification method is no longer in use**.

Action Required:
Check your **registered email inbox** for the OTP and enter it to proceed with login.
If you do not receive the OTP within a few minutes, please check your spam/junk folder or contact support for assistance.

Enter One-Time Password (OTP) *

Enter One-Time Password

Resend OTP 02:54

Next >

Successful Registration and Login

Successful login 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 received on your verified email ID.

Agency on Credit Customer registration

Agency on Credit Customer Registration

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

Agency registration

Submit de

Enter agency details

Agency name *

Address line 1 *

Address line 2

City *

State

Country *

Enter agency representative details

These details will be used for Al 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 Al 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 Al 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

Welcome to Dubai Airports Al Majlis

DXBALMajlisTeam
From: dxbalmajlisteam@dubaiairports.ae
To: rizwanshaikh081153@yahoo.com

External images are now more secure and are shown by default. [Change in Settings](#)

Hello Rizwan Shaikh,

Welcome to Al Majlis! Your login credentials have been created. To secure your account access, please follow these steps:

1. Click the link below to activate your profile and initiate the booking process
[Activate Account](#)
Or copy-paste below link in your browser:
<https://uat-dxbalmajlis.dubaiairports.ae/home/verify-email?token=TzNiQ09JcKRPd01rT09jY20xdEVkc3hnY0ZMSGIvalBZb0hSMzF1T2J6eWhZbC9kcEhxMFdxTHY4aWJ6UGRSR0hrMzVva3>
2. Login to the website Dxbalmajlis.ae
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.
6. Navigate to "Credit Account Information" tab in your profile to proceed with Credit enrolment process.

For any assistance, please contact us at almajlis.reservations@dubaiairports.ae.
We look forward to enhancing your travel experience!

Email Verification

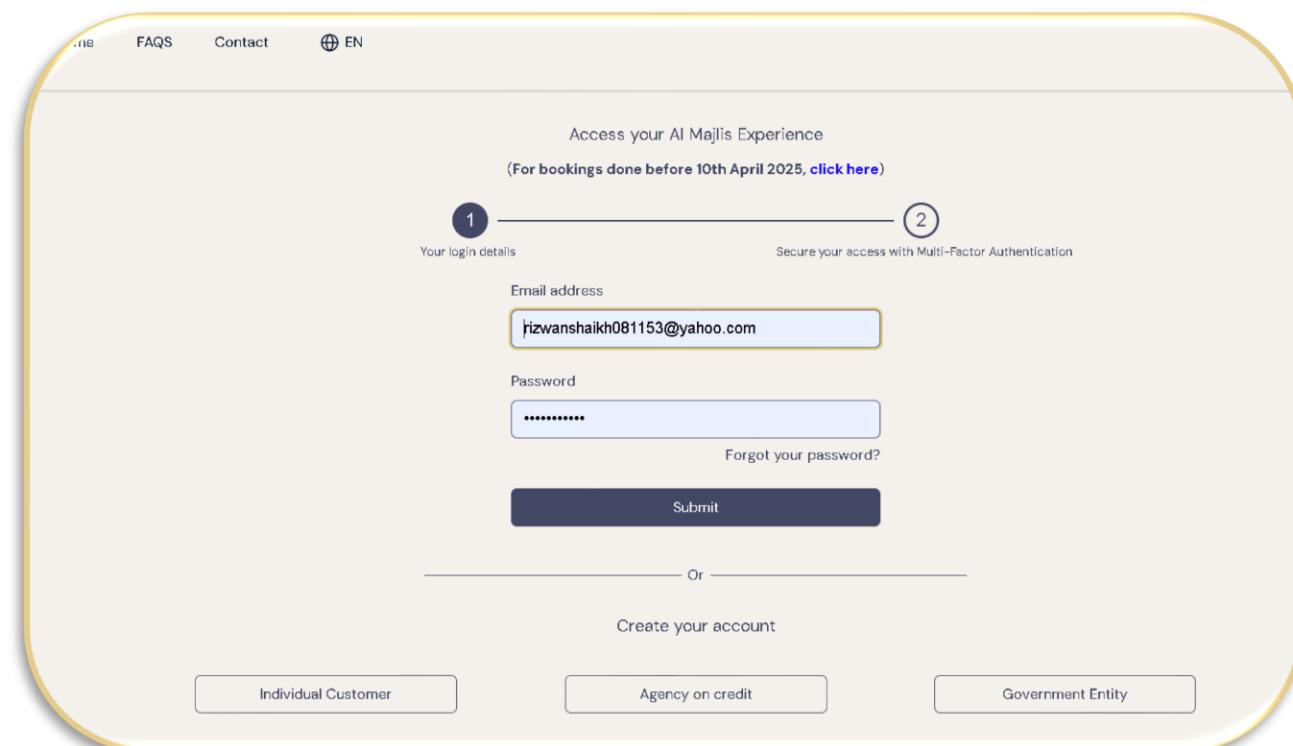
Upon Successful email verification you should see the given screen



Congratulations! Your email verification is complete.

[Return to login](#)

Login to the website with the entered email address and password



The screenshot shows the login page of the al majlis website. At the top, there are navigation links for "Home", "FAQS", "Contact", and a language selector "EN". Below these, a header reads "Access your Al Majlis Experience" and "For bookings done before 10th April 2025, [click here](#)". The login form is divided into two sections: "Your login details" (labeled 1) and "Secure your access with Multi-Factor Authentication" (labeled 2). The "Your login details" section contains an "Email address" field with the value "hizwanshaikh081153@yahoo.com" and a "Password" field with masked input. Below the password field is a "Forgot your password?" link. A "Submit" button is located at the bottom of this section. To the right of the "Your login details" section is a "Secure your access with Multi-Factor Authentication" section, which is currently empty. At the bottom of the page, there are links for "Create your account", "Individual Customer", "Agency on credit", and "Government Entity".

MFA - Multi Factor Authentication

Upon login, you will be asked to enter the OTP that you should have received on your registered and verified email ID

1 Your login details

2 Secure your access with Multi-Factor Authentication

Important Update: Email OTP Verification Introduced

To enhance your login experience and security, we have now introduced **Email OTP (One-Time Password) verification**. Please note that the **Authenticator Apps verification method is no longer in use**.

Action Required:

Check your **registered email inbox** for the OTP and enter it to proceed with login.

If you do not receive the OTP within a few minutes, please check your spam/junk folder or contact support for assistance.

Enter One-Time Password (OTP) *

Resend OTP 02:54

Next >

Agency on Credit Customer Registration

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 Al Majlis services.

Successful Registration and Login

You shall receive notification of approval by the Al Majlis team.
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 received on your verified email ID.

Ensure your credit balances are healthy to continue uninterrupted bookings.

How do I add members to my agency Profile?

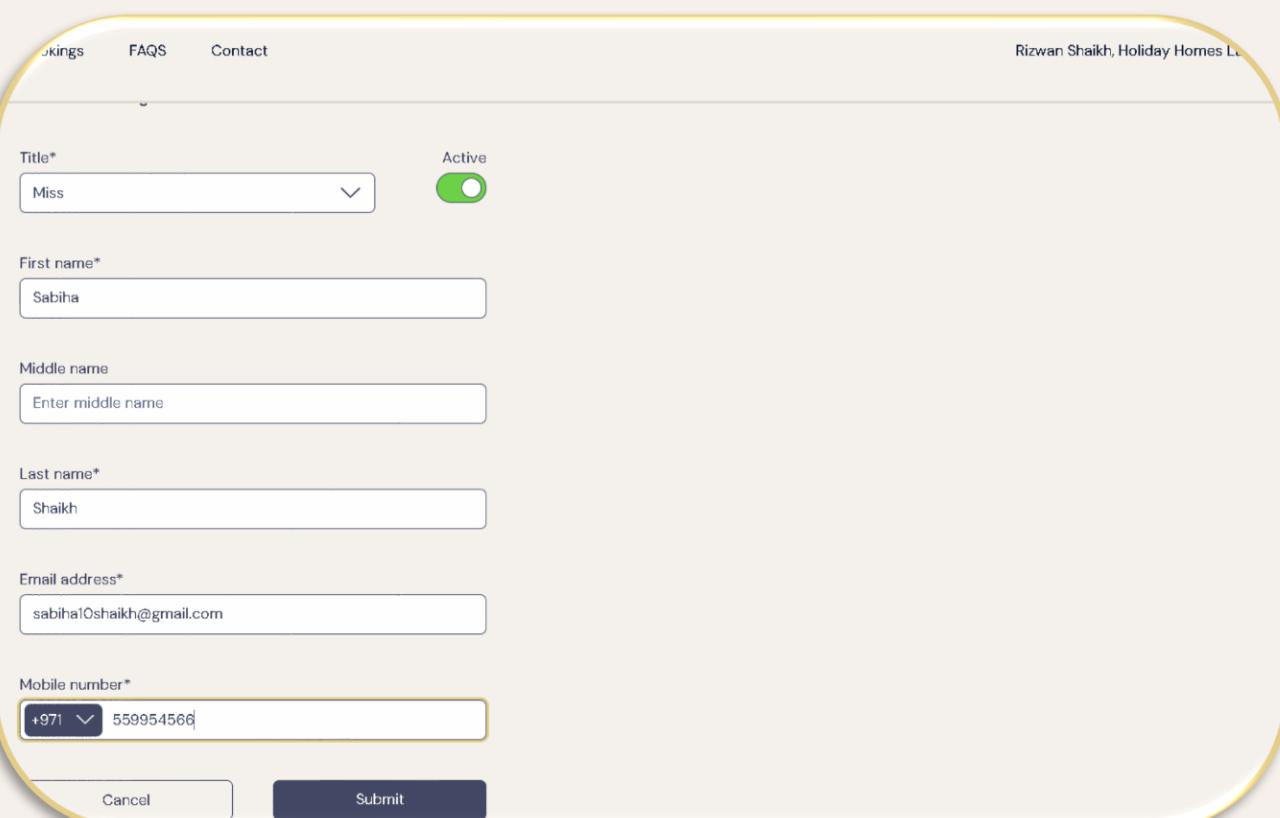
The primary registered user has the permissions to add the sub users within the agency as below. Any transactions done by these users will be recorded and charged under the agency.

The image displays two screenshots of a web application interface. The left screenshot shows the 'Agency profile' section with tabs for 'Agency details', 'Representative details', and 'Credit account information'. The 'Agency details' tab is active, showing fields for 'Agency name *' (Holiday Homes LLC), 'Address line 1 *' (3008 Murjan 1, JBR, Dubai), 'Address line 2' (empty), 'City *' (Dubai), and 'State' (empty). The right screenshot shows the 'Agency members' section, which is currently empty, displaying the message 'No Member available'. A 'Add Member' button is visible. A dropdown menu is open on the right side of the interface, showing options: '✓ Agency profile', 'Agency members', 'Change password', and 'Logout'. The user's name, 'Rizwan Shaikh, Holiday Homes LLC', is displayed at the top of the dropdown.

- 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.

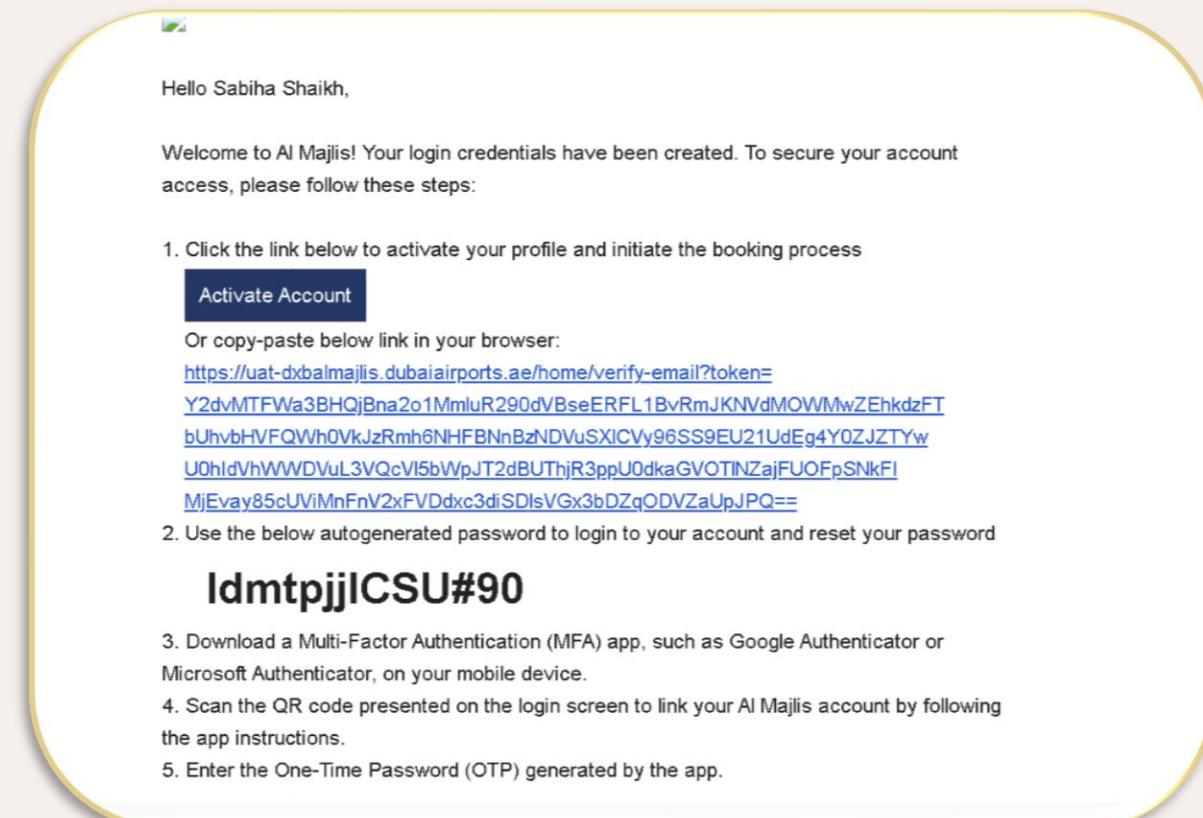
How do I add members to my agency Profile?

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



A screenshot of a web-based form for adding a member to an agency profile. The form includes fields for Title (Miss), First name (Sabiha), Middle name (Enter middle name), Last name (Shaikh), Email address (sabiha0shaikh@gmail.com), and Mobile number (+971 559954566). There is also a dropdown for Title and an 'Active' toggle switch. The 'Active' switch is turned on. The form has a 'Cancel' button and a 'Submit' button. The background of the form is white, and the overall interface is clean and modern.

The member will then receive a welcome email as below. Follow steps from slide 8 to 10 to register yourself as a sub user of the agency and book Al Majlis services



Agency Member list

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



The screenshot shows a user interface for managing agency members. At the top, there is a navigation bar with links for Bookings, FAQS, and Contact. The primary user's name, Rizwan Shaikh, Holiday Homes LLC, is displayed with a dropdown arrow. Below this, the section title 'Agency members' is shown, followed by the message '1 Member available'. A single member profile is listed: Sabiha Shaikh, Status: Active, Email address: sabiha1Oshaikh@gmail.com, Mobile number: 559954566, and Created on: 19 April 2025. A 'View details >' button is located at the bottom of the profile card. A blue 'Add Member' button is positioned on the right side of the page.

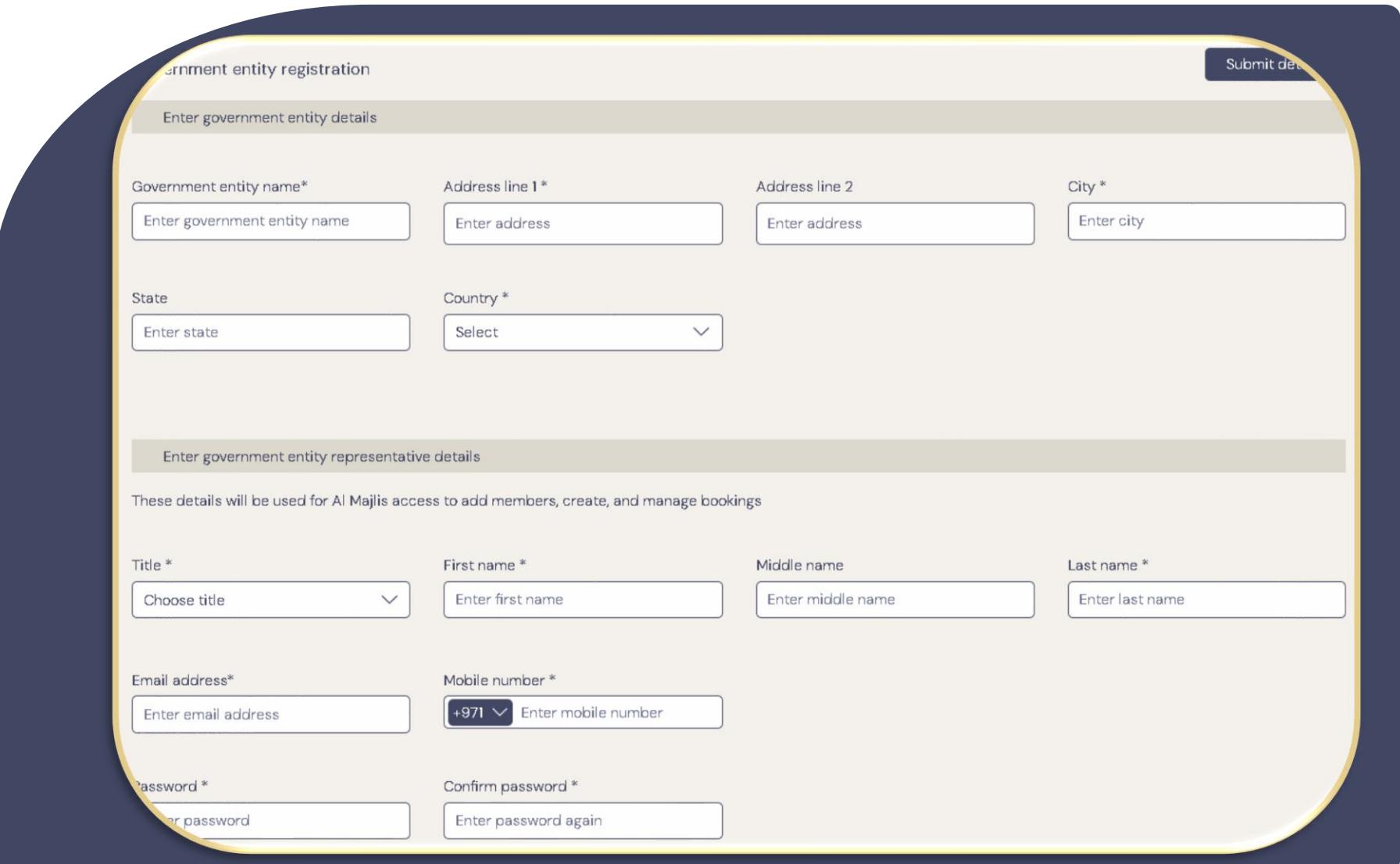
The primary user can add any number of sub users in the agency profile, provided the sub user has a unique email ID and a phone number.

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

Government Entity registration

Government Entity Registration

Click on “Government Entity” to open the registration form as below



Government entity registration

Enter government entity details

Government entity name*
Enter government entity name

Address line 1*
Enter address

Address line 2
Enter address

City *
Enter city

State
Enter state

Country *
Select

Enter government entity representative details

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

Title *
Choose title

First name *
Enter first name

Middle name
Enter middle name

Last name *
Enter last name

Email address*
Enter email address

Mobile number *
+971 Enter mobile number

Password *
Enter password

Confirm password *
Enter password again

Submit details

This registration is only for UAE Government entities intending to book Al Majlis services and are approved for by Dubai Airports for special rates.

- Enter Entity Name and Address details
- Enter “Representative details”. Ideally the user responsible for bookings.

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 Al Majlis services for the Govt entity

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

Welcome to Dubai Airports Al Majlis

DXBALMajlisTeam
From: dxbalmajlisteam@dubaiairports.ae
To: rizwanshaikh081153@yahoo.com

External images are now more secure and are shown by default. [Change in Settings](#)

Hello Rizwan Shaikh,

Welcome to Al Majlis! Your login credentials have been created. To secure your account access, please follow these steps:

1. Click the link below to activate your profile and initiate the booking process
[Activate Account](#)
Or copy-paste below link in your browser:
<https://uat-dxbalmajlis.dubaiairports.ae/home/verify-email?token=TzNiQ09JcKRPd01rT09jY20xdEVkc3hnY0ZMSGIvalBZb0hSMzF1T2J6eWhZbC9kcEhxMFdxTHY4aWJ6UGRSR0hrMzVva3>
2. Login to the website Dxbalmajlis.ae
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.
6. Navigate to "Credit Account Information" tab in your profile to proceed with Credit enrolment process.

For any assistance, please contact us at almajlis.reservations@dubaiairports.ae.
We look forward to enhancing your travel experience!

Email Verification

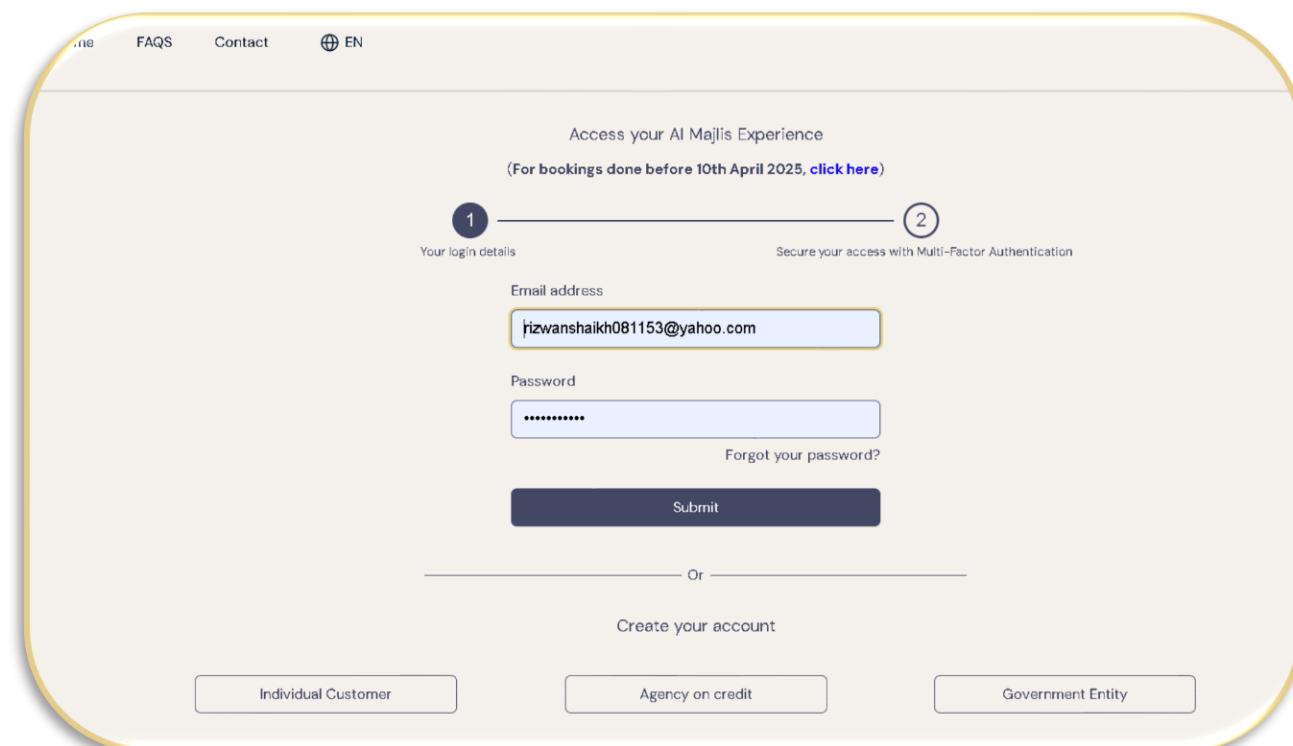
Upon Successful email verification you should see the given screen



Congratulations! Your email verification is complete.

[Return to login](#)

Login to the website with the entered email address and password



The screenshot shows the login page of the al majlis website. At the top, there are navigation links for "Home", "FAQS", "Contact", and a language selector "EN". Below these, a header reads "Access your Al Majlis Experience" and "For bookings done before 10th April 2025, [click here](#)". The login form is divided into two sections: "Your login details" (labeled 1) and "Secure your access with Multi-Factor Authentication" (labeled 2). The "Your login details" section contains an "Email address" field with the value "hizwanshaikh081153@yahoo.com" and a "Password" field with masked input. Below the password field is a "Forgot your password?" link. A "Submit" button is located at the bottom of this section. To the right of the "Your login details" section is a "Secure your access with Multi-Factor Authentication" section, which is currently empty. At the bottom of the page, there are links for "Create your account", "Individual Customer", "Agency on credit", and "Government Entity".

MFA - Multi Factor Authentication

Upon login, you will be asked to enter the OTP that you should have received on your registered and verified email ID

1 Your login details

2 Secure your access with Multi-Factor Authentication

Important Update: Email OTP Verification Introduced

To enhance your login experience and security, we have now introduced **Email OTP (One-Time Password) verification**. Please note that the **Authenticator Apps verification method is no longer in use**.

Action Required:

Check your **registered email inbox** for the OTP and enter it to proceed with login.

If you do not receive the OTP within a few minutes, please check your spam/junk folder or contact support for assistance.

Enter One-Time Password (OTP) *

Resend OTP 02:54

Next >

Government Entity Customer Registration

On successful login, you will see the below page.

Government Entity profile

Entity details Representative details Credit account information

[Enrol for credit account](#)

TRN number
Enter TRN number

TRN certificate (max 5MB pdf)*
Upload TRN certificate [Browse and upload](#)

Supporting document (max 5MB pdf)*
Upload supporting document [Browse and upload](#)

[Submit details](#)

- Enter any missing items in the “Entity details” tab
- Confirm and enter any information in the “Representative details tab”
- In the “credit account information” enter the TRN number, upload the TRN certificate and the copy of the agreement between DA and your entity. **This is mandatory**
- Entering the right details will help the approving committee review and finalize the credit association

Post submitting the details and documents, DA credit approval team will review and activate your profile for booking Al Majlis services. You shall receive email notifications at every stage during this process

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

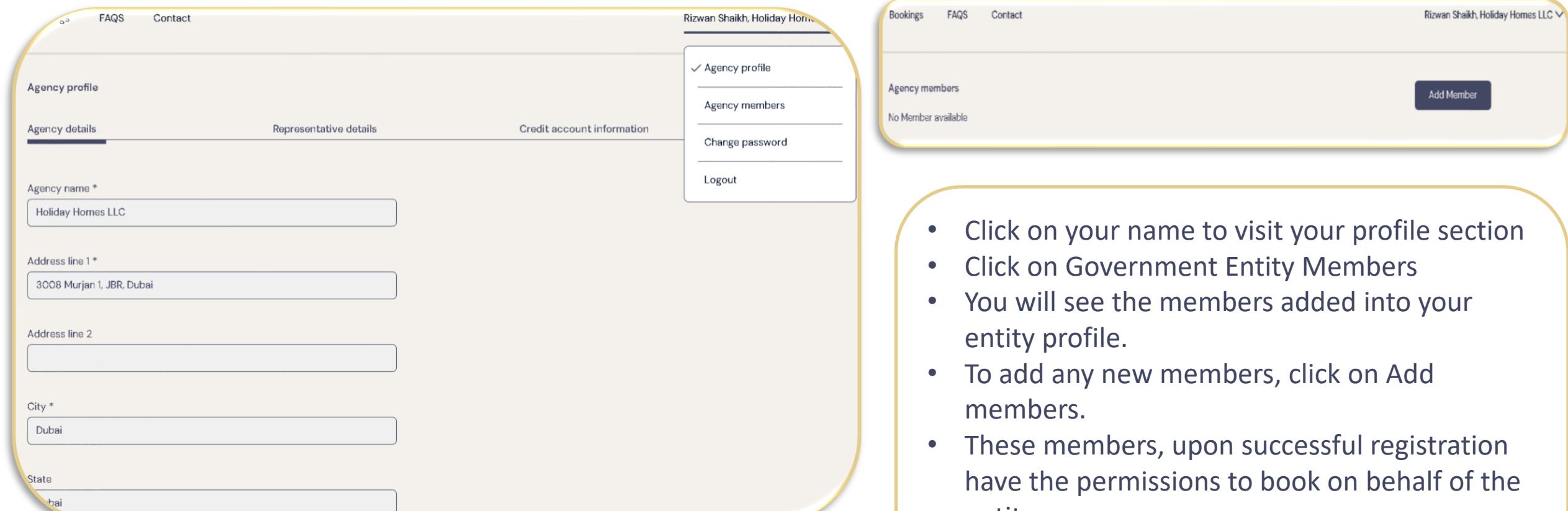
Online reservations for the Al Majlis Lounge are not available if your flight departs from or arrives in Dubai within the next 12 hours.

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 entity Profile?

The primary registered user has the permissions to add the sub users within the entity . Any transactions done by these users will be recorded under the entity.

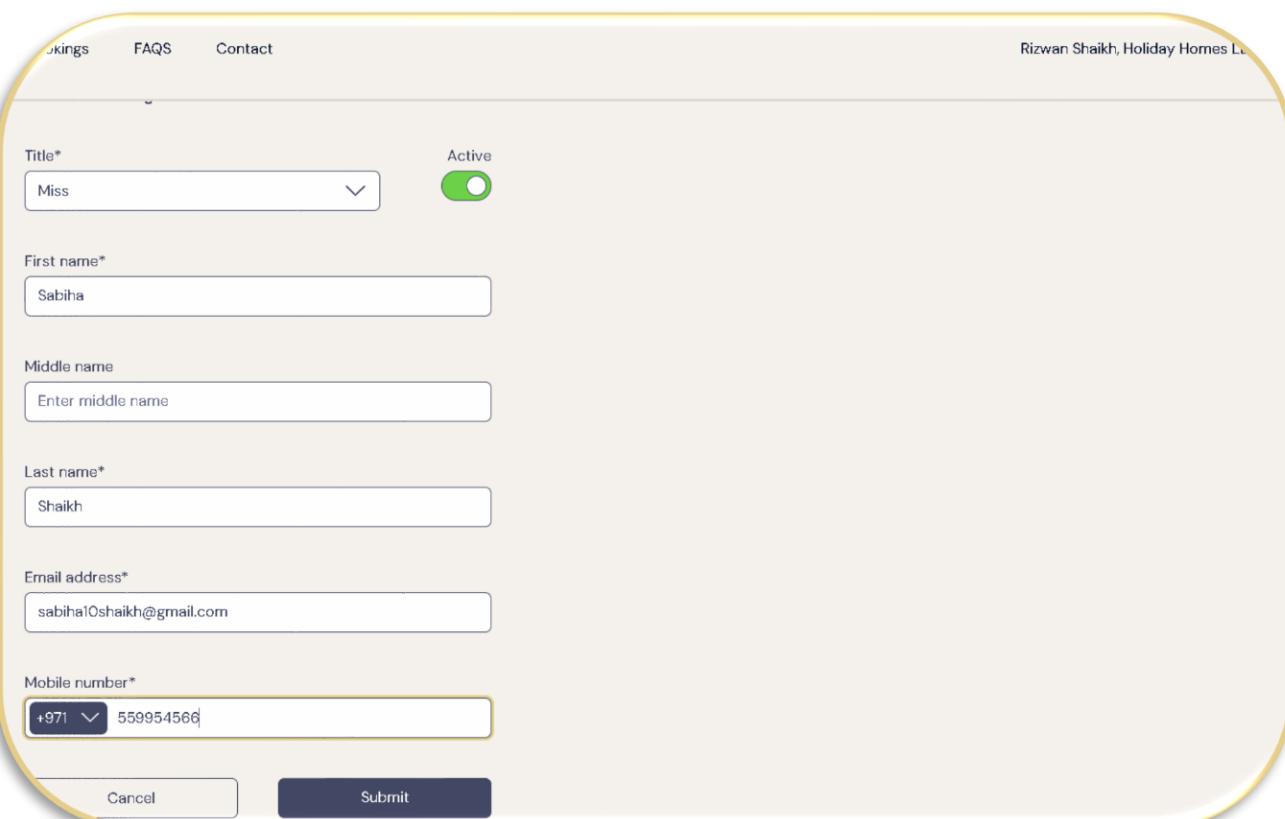


The screenshot shows two views of a web application for managing entity profiles. The left view is the 'Agency details' section, which includes fields for Agency name, Address line 1, Address line 2, City, and State. The right view is the 'Agency members' section, which shows a list of members and an 'Add Member' button. A callout box on the right provides instructions for adding members.

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

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"

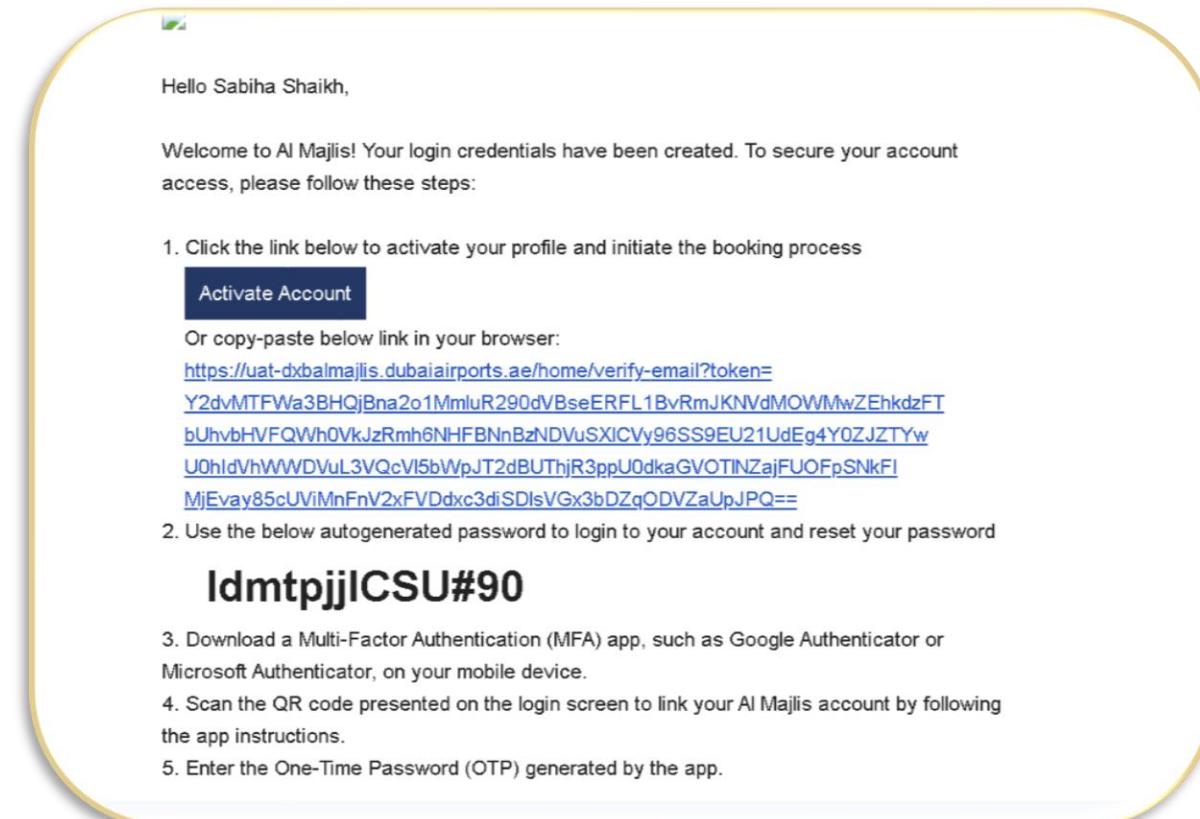


The screenshot shows a form for adding a member to an agency profile. The form fields are as follows:

- Title***: Miss (selected in a dropdown menu)
- Active**: A green toggle switch is turned on.
- First name***: Sabiha
- Middle name**: Enter middle name (empty field)
- Last name***: Shaikh
- Email address***: sabiha0shaikh@gmail.com
- Mobile number***: +971 559954566

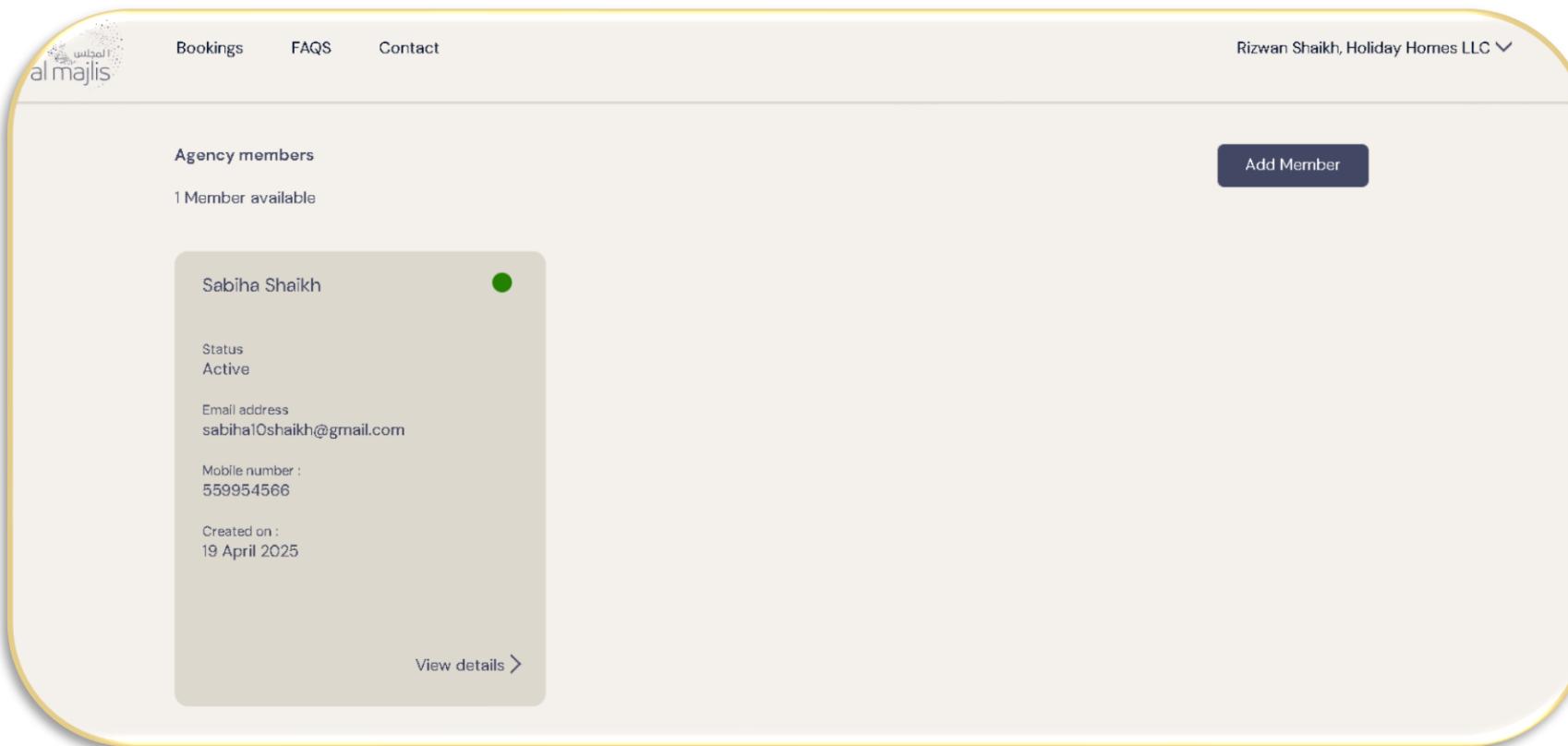
At the bottom of the form are two buttons: **Cancel** and **Submit**.

The member will then receive a welcome email as below. Follow steps from slide 8 to 10 to register yourself as a sub user of the entity and book Al Majlis services



Government entity member list

The primary user can see all the sub users under the entity profile as below.



al majlis

Bookings FAQS Contact

Rizwan Shaikh, Holiday Homes LLC

Agency members

1 Member available

Sabiha Shaikh

Status
Active

Email address
sabiha1Oshaikh@gmail.com

Mobile number :
559954566

Created on :
19 April 2025

View details >

Add Member

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 number.

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

Booking Al Majlis services

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.



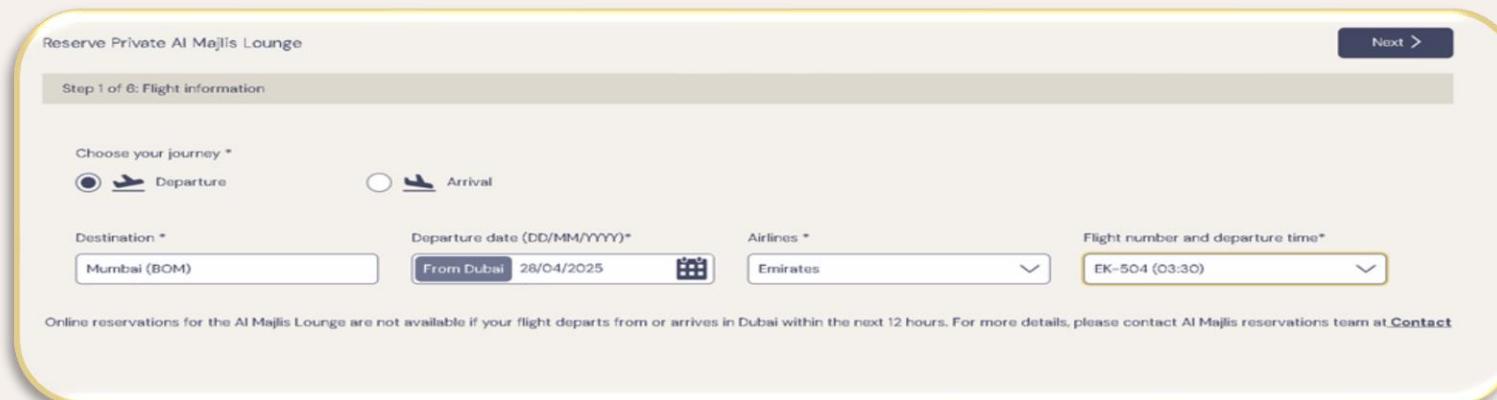
Reserve Private Al Majlis Lounge

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. For more details, please contact Al Majlis reservations team at [Contact](#)



Reserve Private Al Majlis Lounge

Step 1 of 6: Flight information

Choose your journey *

Departure Arrival

Destination *: Mumbai (BOM)

Departure date (DD/MM/YYYY)*: From Dubai 28/04/2025

Airlines *: Emirates

Flight number and departure time*: EK-504 (03:30)

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

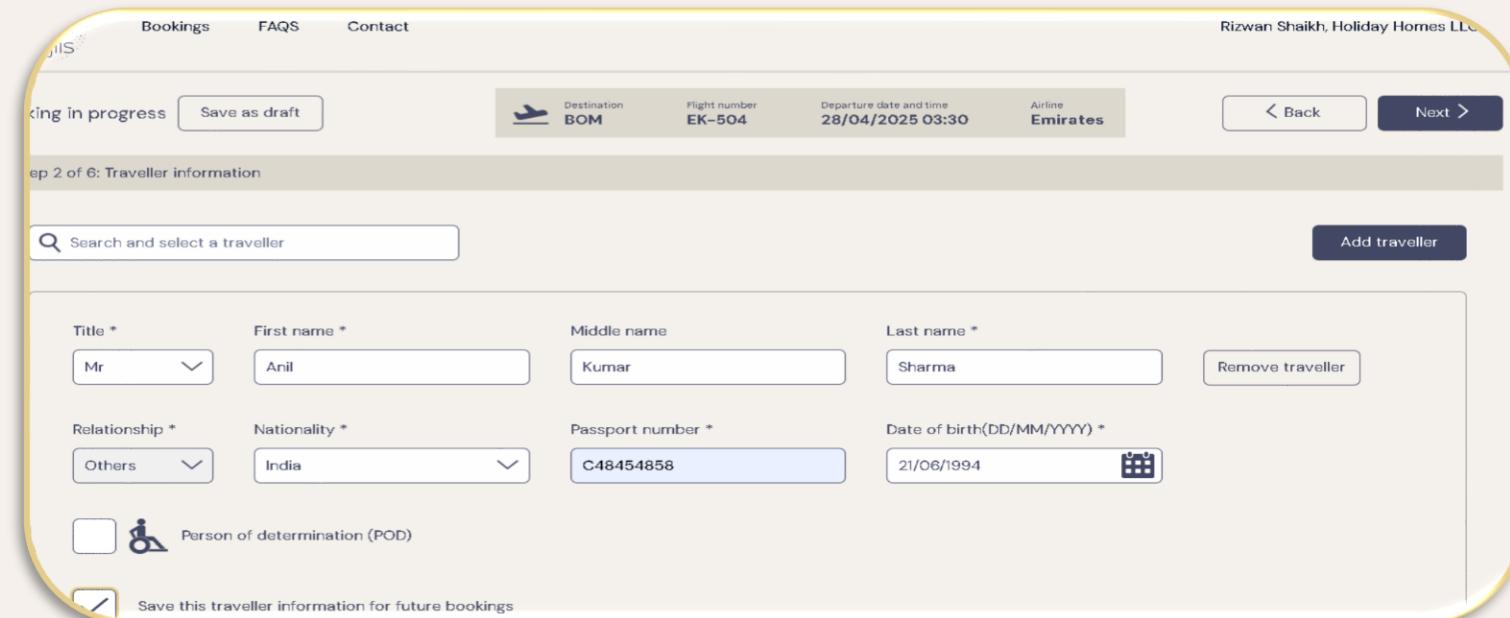
Ensure right flight details are entered, to guarantee Al Majlis services.

Booking Al Majlis Services

Add travelers to your booking.



This screenshot shows the 'Step 2 of 6: Traveller information' page. At the top, it displays flight details: Destination BOM, Flight number EK-504, Departure date and time 28/04/2025 03:30, and Airline Emirates. The user is Rizwan Shaikh, Holiday Homes LLC. Below this, there are buttons for 'Booking in progress', 'Save as draft', 'Back', and 'Next'. A search bar says 'Search and select a traveller' and an 'Add traveller' button is visible. The page title is 'Step 2 of 6: Traveller information'.



This screenshot shows the 'Step 2 of 6: Traveller information' page with detailed fields for a traveler. The traveler's name is Anil Kumar Sharma, with a middle name of Kumar. The form includes fields for Title (Mr), Relationship (Others), Nationality (India), Passport number (C48454858), and Date of birth (21/06/1994). There is also a checkbox for 'Person of determination (POD)' and another for 'Save this traveller information for future bookings'. The layout is identical to the previous screenshot, with flight details at the top and a search bar at the bottom.

- 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 any 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 Save as draft

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

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 Save as draft

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

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.

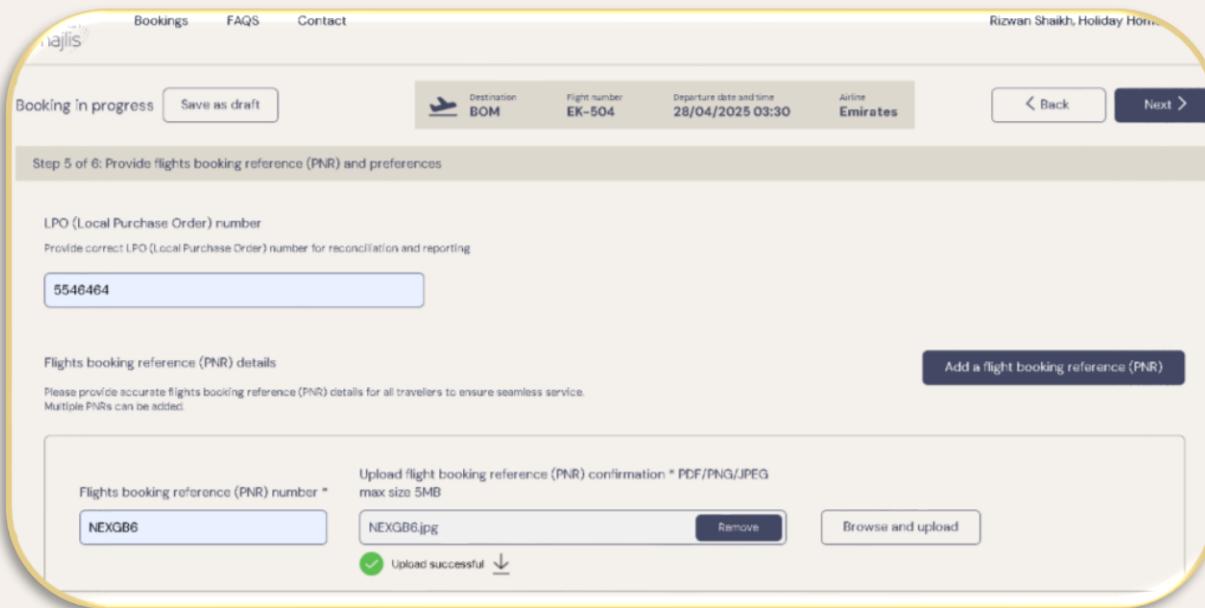


Fare (Excluding VAT, IF, and KDF): 500 AED Adult (Above 12 years) **Select travellers for this service**

Mr Aril Kumar Sharma

Booking Al Majlis Services

Enter flight details.



Booking in progress Save as draft

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

Rizwan Shaikh, Holiday Home...

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 travelers to ensure seamless service. Multiple PNRs can be added.

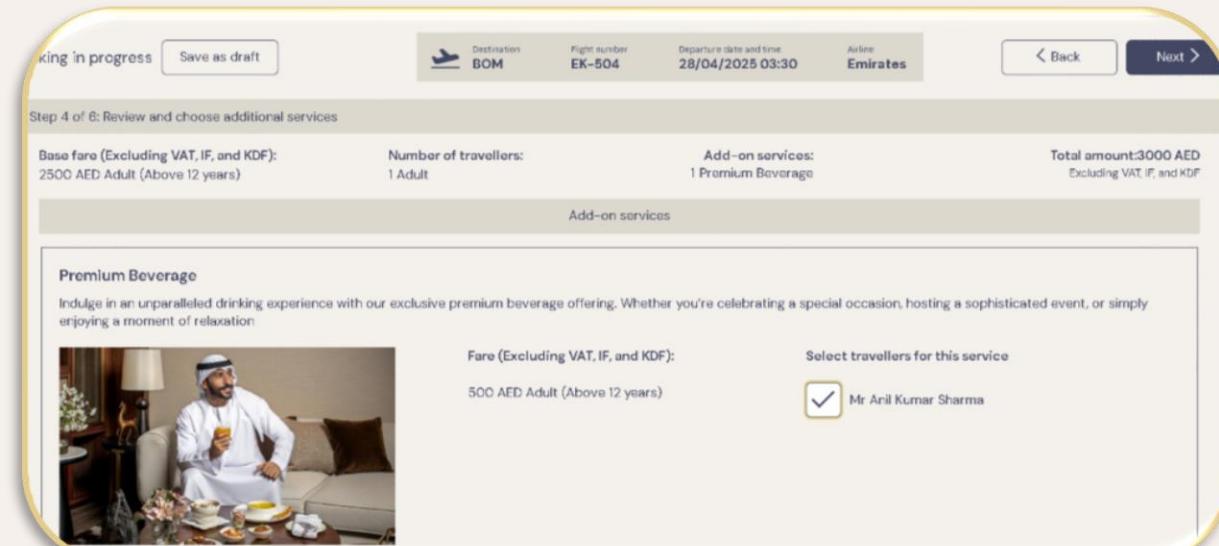
Add a flight booking reference (PNR)

Flights booking reference (PNR) number *
NEXGB6

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

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 credit customers, 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 options

Booking in progress

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

Rizwan Shaikh, Holiday Homes LLC

Step 6 of 6: Review and confirm payment

Total amount pending for payment at booking: 3190 AED

3190 AED

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](#)

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

Available credit balance : 150000 AED

Utilised credit balance : 0 AED

Limit : 150000 AED

دبي الرقمية
dubailpay

Digital Dubai

Dubai Airports - #335d310a6e8a4b3792e602a29 Details

Payment Method

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

Contact Info

Email: pankajkhokher26@gmail.com
Mobile: 97112398786655
[Add Another Contact](#)

Total Amount: 3190.00 AED

Cancel

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

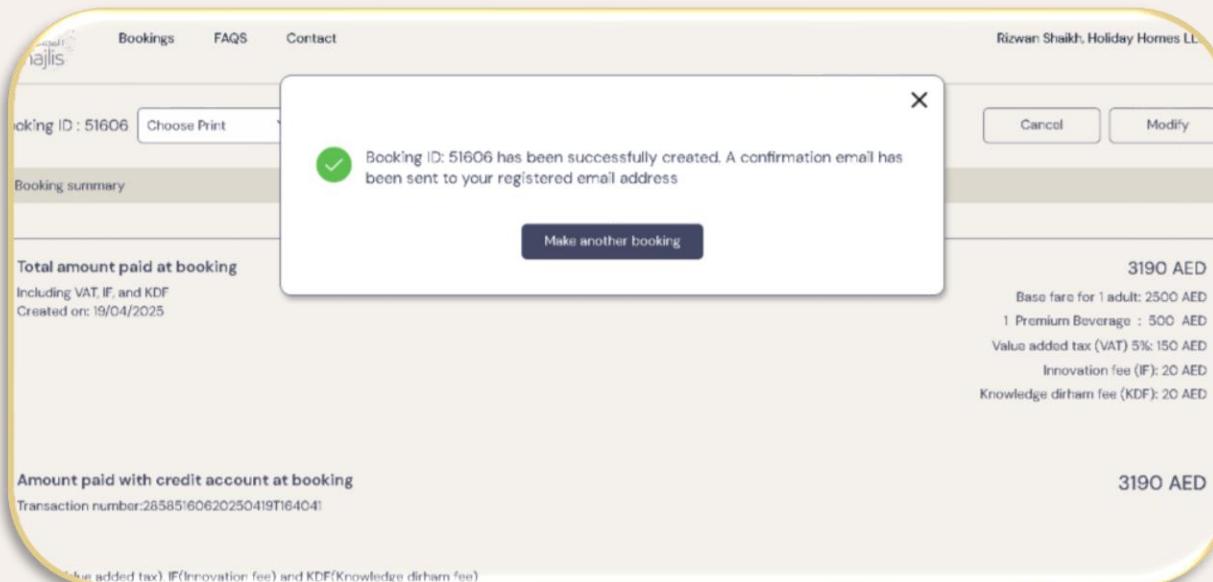
For more inquiries please call [600 560 000](#)

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The terms and conditions governing Al Majlis services are regularly updated. Hence, It is strongly advised to read the terms and conditions before booking the services at Al Majlis.

Booking Confirmation

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



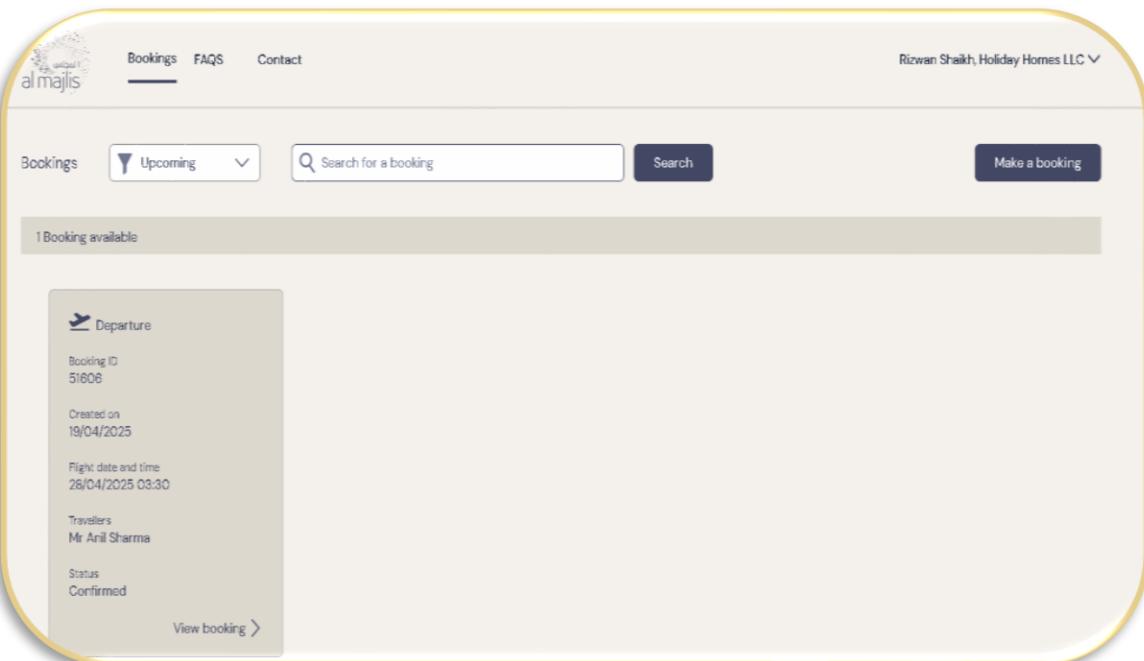
You can check all your bookings in the “Bookings” section within your profile



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

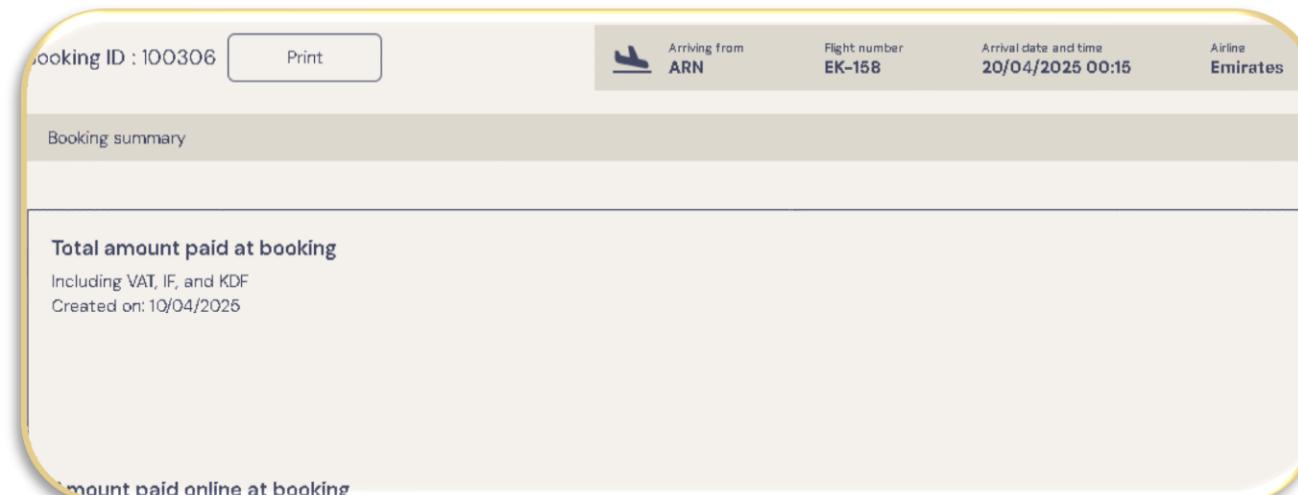
From your bookings section, you can select the booking you want to print



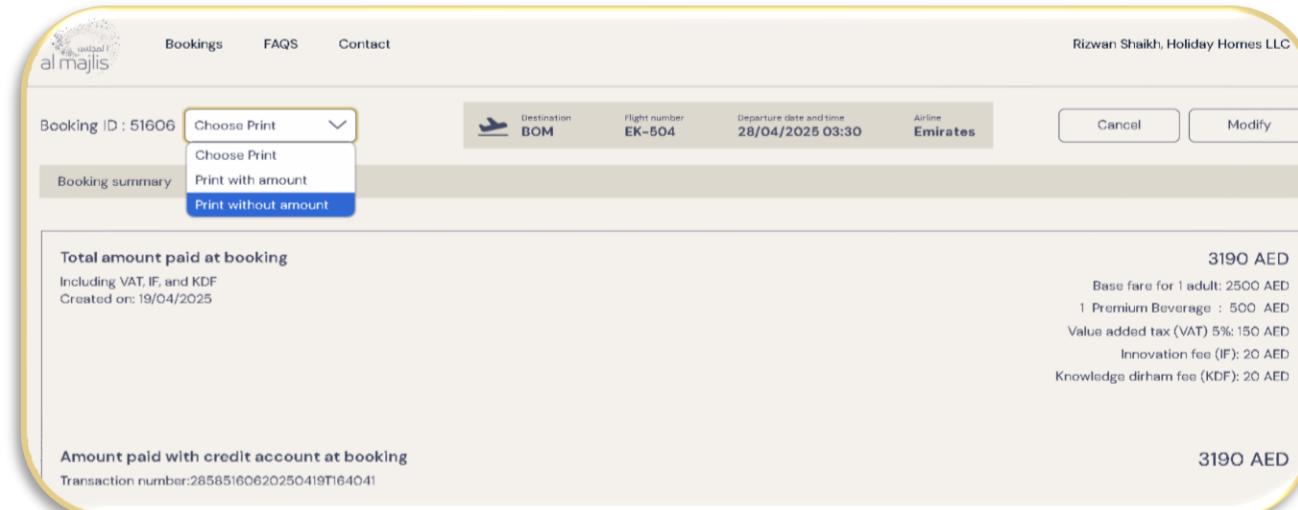
The screenshot shows the al majlis booking interface. At the top, there are navigation links: Bookings, FAQS, and Contact. The user is identified as Rizwan Shaikh, Holiday Homes LLC. Below this, there are buttons for Bookings (Upcoming), a search bar with placeholder 'Search for a booking', and a 'Search' button. A 'Make a booking' button is also present. The main content area shows a single booking detail: **Departure** (Booking ID: 51606, Created on: 19/04/2025, Flight date and time: 28/04/2025 03:30, Travellers: Mr Anil Sharma, Status: Confirmed). A 'View booking >' button is at the bottom.

Credit entities 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.

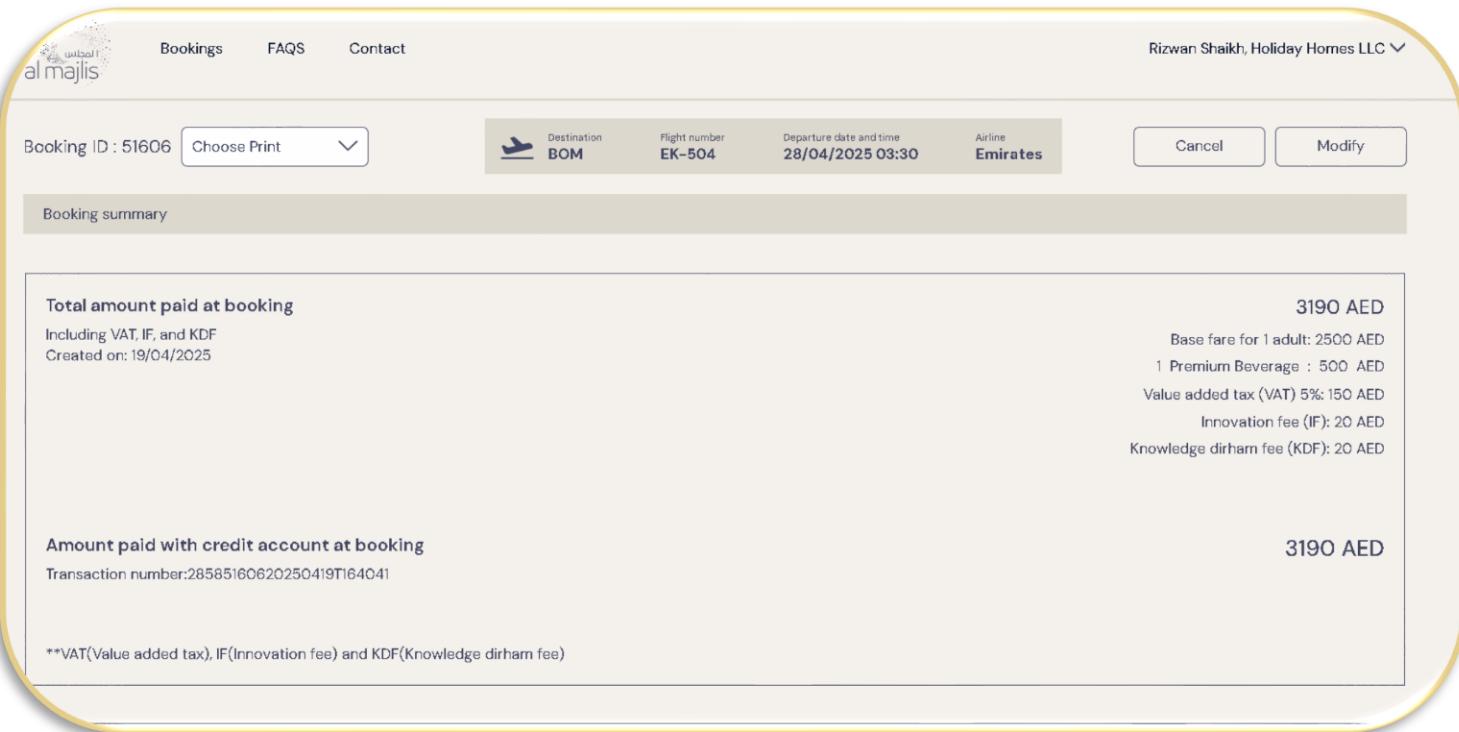


The screenshot shows a booking confirmation page. At the top, it displays 'Booking ID : 100306' and a 'Print' button. To the right, there are flight details: 'Arriving from ARN', 'Flight number EK-158', 'Arrival date and time 20/04/2025 00:15', and 'Airline Emirates'. Below this, a 'Booking summary' section is shown. A 'Total amount paid at booking' section follows, stating 'Including VAT, IF, and KDF' and 'Created on: 10/04/2025'. A 'Print' button is located at the bottom of this section.



The screenshot shows a booking confirmation page with a dropdown menu for printing options. The menu includes 'Choose Print', 'Choose Print', 'Print with amount', and 'Print without amount'. The 'Print without amount' option is highlighted. The page displays the same flight and arrival details as the previous screenshot. Below the dropdown, a 'Total amount paid at booking' section is shown, including VAT, IF, and KDF, and a creation date of 19/04/2025. The total amount is listed as 3190 AED. The page also includes a breakdown of fees: Base fare for 1 adult: 2500 AED, Premium Beverage: 500 AED, Value added tax (VAT) 5%: 150 AED, Innovation fee (IF): 20 AED, and Knowledge dirham fee (KDF): 20 AED. At the bottom, a 'Print' button is shown with the same options as the previous dropdown.

Manage Booking



The screenshot shows a flight booking interface. At the top, there are links for 'Bookings', 'FAQs', and 'Contact'. The flight details are listed: Destination BOM, Flight number EK-504, Departure date and time 28/04/2025 03:30, and Airline Emirates. Below this, there are 'Cancel' and 'Modify' buttons. The 'Booking summary' section details the total amount paid at booking (3190 AED), including base fare, premium beverage, VAT, and KDF fees. It also shows the amount paid with a credit account (3190 AED) and a transaction number. A note at the bottom states: '**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

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 *

Enter name

Email Address *

Enter email address

Phone Number

Enter phone number

Your feedback

Type Of Feedback *

Select

Airport *

DXB

Terminal *

Terminal 1

Incident Date *

Select incident date



Booking Id

Enter booking id



Thank you

