



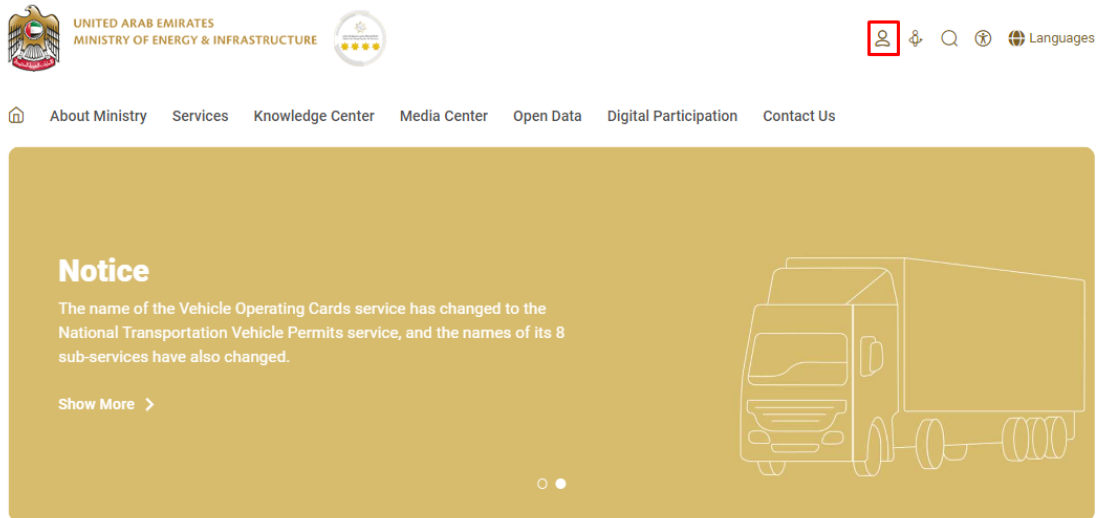
## User Manual

### Government House Ownership Request

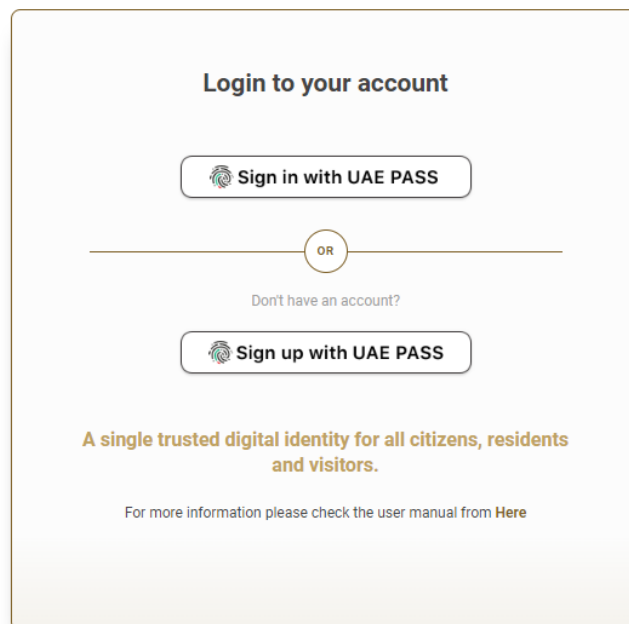
3.2 V

2025

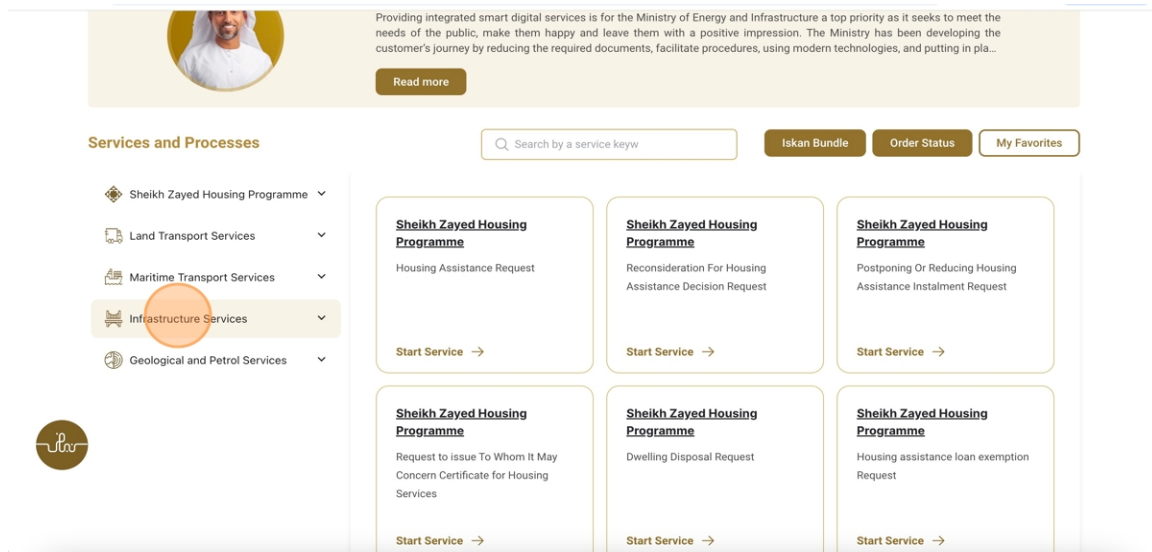
1. Open MOEI website: <https://www.moei.gov.ae>
2. Click on “LOGIN” on the header



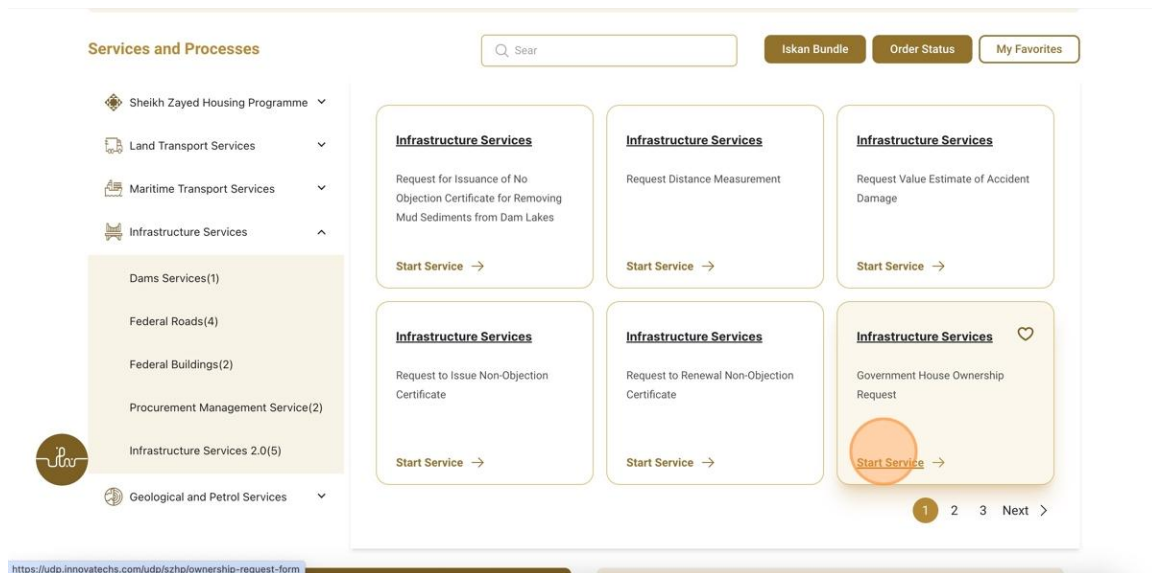
3. Then it will redirect you to the Login page, you can login using UAE PASS.



#### 4. After Successful login, Beneficiary will be navigated to the page where they can view all the Services



#### 5. Click here open the Government house Ownership Request



## 6. Click here to open the remarks tab and enter the remarks

Remarks

Supporting Documents

Family No.	Town Number	Region	Emirate
FAM456	TOWN789	1008	Fujairah
Social Information			
Number of Family Members	Number of Wives	Marital Status	PO Box Number
4	1	-	PO Box 7890
Housing Information			
Qarar Number	Qarar Issued Date		
QAR_1276	23-Oct-2024		
Unit Details			
Complex Name	Block No.	Model Name	Unit Name
Dubai Complex	222	-	hyhy
Municipality No.	Bedroom Count		
77	-		

Next Step >

Remarks +

Supporting Documents +

## 7. Click here to go to next step to upload the required documents

Remarks

Supporting Documents

Remarks

Remarks

Test

< Previous Step

Next Step >

Supporting Documents +



### The Ministry

About the ministry  
About the minister  
The UAE charter for Future Services  
Customer happiness charter

### Using the website

Sitemap  
Disclaimer  
Privacy policy  
Terms and conditions  
Accessibility

### Information and support

Services catalogue  
Media centre  
Contact us  
FAQ's

### References

Regulations  
Media kit  
Abbreviations and glossary



171 | 04-7771777

Toll Free 800 6634

## 8. Click here to upload the document

✓ Beneficiary Information

✓ Remarks

✓ Supporting Documents

Beneficiary Information

Remarks


Supporting Documents


Any Supporting Documents

Upload File

Previous Step

## 9. Click here to Submit the application

**UNITED ARAB EMIRATES**  
MINISTRY OF ENERGY & INFRASTRUCTURE



Search File Uploaded Successfully

Home My Applications Jagadeep Bandaru EN

Home / Government House Ownership Request

**Government House Ownership Request**

✓ Beneficiary Information

✓ Remarks

✓ Supporting Documents

Beneficiary Information

Remarks

Supporting Documents

Any Supporting Documents

Upload File

Draft-Certificate (2).Pdf

Previous Step

Back Submit

## 10. Click on My Application to view the status

The screenshot shows the 'My Applications' page for a Government House Ownership Request. At the top, there is a navigation bar with 'Home' and 'My Applications' (highlighted with an orange circle). Below the navigation bar, the page title 'Government House Ownership Request' is displayed. A green success message states: 'Congratulations! Dear User, Your Government House Ownership Request has been submitted successfully. We will update you soon with the status of application. Transaction ID: OWNR\_607'. Below this, a user profile card for Jagadeep Bandaru (784-1965-XXXXXXX-X, 29 Years (M), Fujairah) is shown. The application details card indicates: File No. OWNR\_607, Application Type: Housing Ownership Application, Submitted On: 23-Oct-2024, and Status: Submitted. Below the application details, the 'Ownership Request Form' is visible, showing a 'Beneficiary Information' section with a 'Beneficiary Information' button. The URL at the bottom is https://udp.innovatechs.com/udp/szhp/my-applications.

## 11. Here we can view the status of the application

The screenshot shows the 'My Applications' page with a table listing the application status. The table has columns: Application Number, Request Type, Requested Date, Requested By, Status, and Work Flow. The table shows three records, with the third record (OWNR\_608) highlighted in orange. The status of the application is 'Application Under Review'.

Application Number	Request Type	Requested Date	Requested By	Status	Work Flow
AGREE_2895	Open File Application	23-Oct-2024	Jagadeep Bandaru	Approved	
SZ241023420094	Housing Application	23-Oct-2024	Jagadeep Bandaru	Approved	
OWNR_608	Housing Ownership Application	23-Oct-2024	Jagadeep Bandaru	Application Under Review	

Rows per page: 0 of 0

## 12. Fill the satisfaction survey about the eService, when the following pop-up shows up:

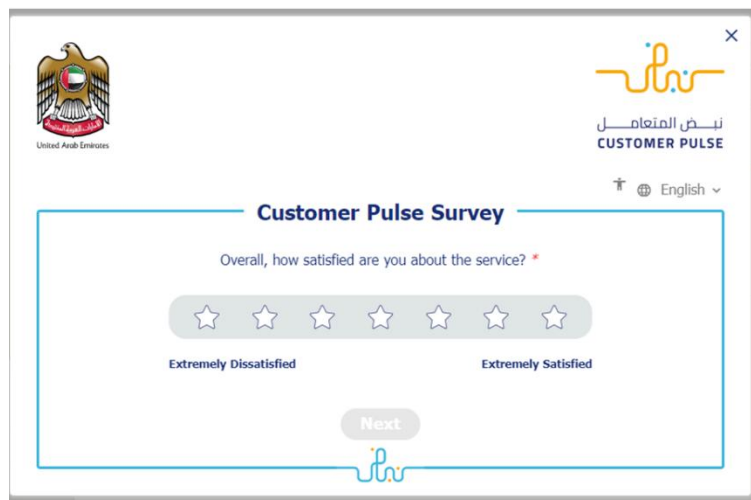


**Customer Pulse Survey**

Based on your experience in getting the service. To what extent do you agree on the following statements?

	Extremely Disagree	Disagree	Somewhat Disagree	Neutral	Somewhat Agree	Agree	Extremely Agree
Availability & accuracy of Service information	★	★	★	★	★	★	★
Ease of Service accessibility in the Smart Application	★	★	★	★	★	★	★
Ease & Simplicity of Service Application Steps	★	★	★	★	★	★	★
Ease and Variety of payment options	★	★	★	★	★	★	★
Possibility of Service Status Tracking	★	★	★	★	★	★	★
Service Completion time was reasonable & within my expectations	★	★	★	★	★	★	★
Smart Application efficiency (no delays or errors in app)	★	★	★	★	★	★	★
Availability of Online Support	★	★	★	★	★	★	★

[Previous](#) [Next](#)



**Customer Pulse Survey**

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

★ ★ ★ ★ ★ ★ ★

Extremely Dissatisfied      Extremely Satisfied

[Next](#)