



# ***POST-AUCTION PROCESS EXPLAINED STEP BY STEP***

# **CUSTOMERS WHO WANT TO APPLY FOR NUMBER PLATES IN ALL EMIRATES, EXCEPT THE EMIRATE OF DUBAI**



**1**

## **REPAIR:**

To apply for the number plate, you must ensure that the vehicle is fully repaired and ready for inspection.

## **VEHICLE INSPECTION:**

After repairing the vehicle, a vehicle inspection for PASSING should be done at any of the government authorized vehicle testing centers in Sharjah only.



**3**

## **SUBMISSION OF DOCUMENT FOR APPROVAL:**

After the vehicle passing inspection is done, submit all the original documents at any of the Marhaba Auctions branches in Sharjah to upload in the Police portal for approval.

## **POLICE APPROVAL:**

Once your application is submitted to the Police portal and gets approved, we will update you through WhatsApp.



**5**

## **VEHICLE REGISTRATION:**

- Upon receiving the Police approval, you have to get an insurance policy for the vehicle, and accordingly Marhaba Auctions shall proceed to register the vehicle online for any of the Emirates (except Dubai). To collect the registration card and vehicle plate numbers, proceed to the respective Emirate's Traffic Department.
- For registration in the Emirate of Dubai:** after receiving Traffic Approval - Customer must proceed to Sharjah Tasjeel Center to process Transfer Certificate (Hayaza) under Buyer's name from Sharjah to Dubai. After possessing Transfer Certificate, they shall proceed to Traffic Department in Dubai along with insurance of the car.

\*Please refer to page no. 5 to know more about the documents required to submit an application.

# **CUSTOMERS WHO WANT TO APPLY FOR LOCAL TRANSFER CERTIFICATE (LTC / EXPORT DOCUMENT) TO ALL EMIRATES INCLUDING DUBAI**



**1**

## **REPAIR:**

To apply for the number plate, you must ensure that the vehicle is fully repaired and ready for inspection.

## **VEHICLE INSPECTION:**

After repairing the vehicle, a vehicle EXPORT TEST should be done at the Tasjeel Testing Center – Now available at Marhaba Auctions, Sharjah Industrial Area 2.



**2**



## **SUBMISSION OF DOCUMENT FOR APPROVAL:**

After the vehicle EXPORT TEST is done, submit all the original documents at any of the Marhaba Auctions branches in Sharjah to upload in the Police portal for approval.

## **POLICE APPROVAL:**

Once your application is submitted to the Police portal and gets approved, we will update you through WhatsApp.



**4**



**5**

## **VEHICLE REGISTRATION:**

Upon receiving the Police approval, the vehicle shall be exported online to any of the Emirates (including Dubai) from Marhaba Auctions offices.

\*Please refer to page no. 5 to know more about the documents required to submit an application.

# **CUSTOMERS WHO WANT TO EXPORT THE VEHICLE OUTSIDE UAE:**



**1**

## **REPAIR:**

To export the vehicle outside UAE, you must ensure that the vehicle is fully repaired and ready for inspection.

## **VEHICLE INSPECTION:**

After repairing the vehicle, a vehicle EXPORT TEST should be done at the Tasjeel testing center - Now available at Marhaba Auctions, Sharjah Industrial Area 2.



**2**



## **EXPORT PROCESS:**

Visit the Traffic Department / Ports & Customs offices along with the vehicle documents (VCC, Sale Letter, Bill of Entry, Exit Paper), and Export Test Certificate to complete the export process.

\*Please refer to page no. 5 to know more about the documents required to submit an application.

## ***Documents required to submit an application:***

Custom paper (vcc).

Car Selling Agreement with buyer's name, phone number, ID/license number, and signature.

Vehicle Inspection Paper – (Passing Test/Export Test) from Tasjeel in Sharjah.

### ***Vehicles that cannot be registered under individual name:***

7 seaters – Example Toyota Sienna.

This can be registered under a company or family name only.



***We are happy  
to assist you.***