

DMCA Online Anchorage Application Submission

Steps to submit an anchorage application in DMCA eservices portal

- 1) Login to the DMCA eservices portal <http://eservices.dmca.ae>
- 2) Select Corporate as the Type. Enter the credentials shared to login.

Welcome To
DUBAI MARITIME CITY AUTHORITY

Select Type

Individual Corporate

xxxxxx **Enter the username shared to login**

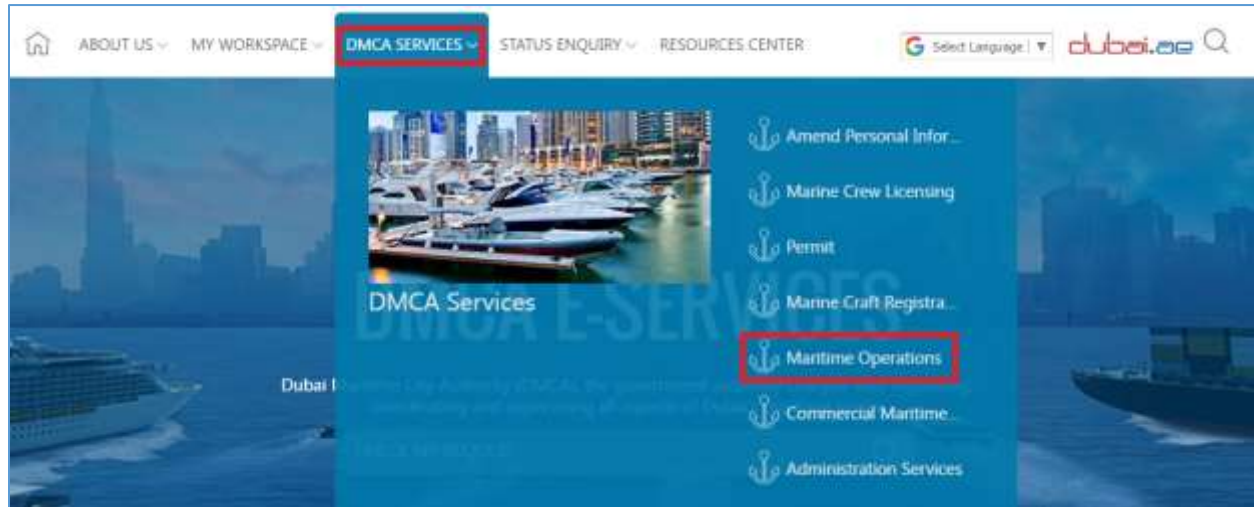
..... **Enter the password shared**

LOGIN

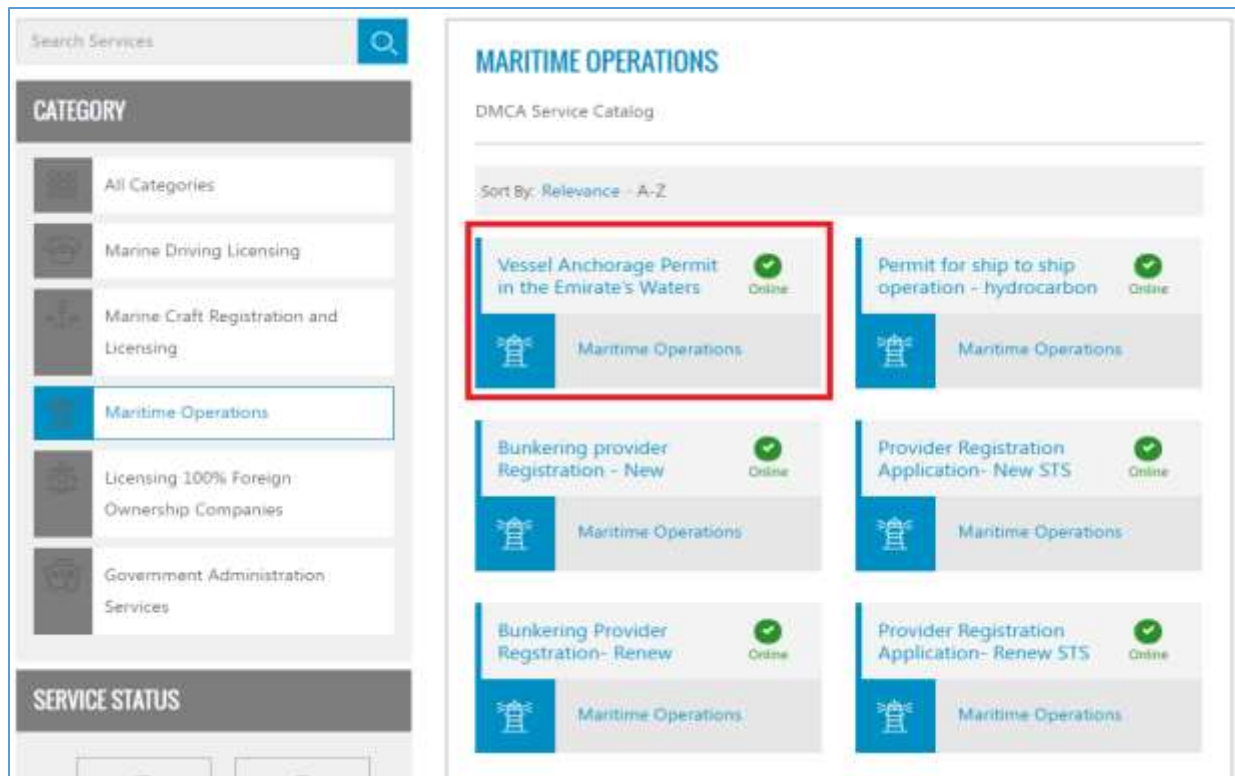
[Forgot Your Password?](#) | [Forgot Your Username?](#)

Don't have an account? **REGISTER NOW**

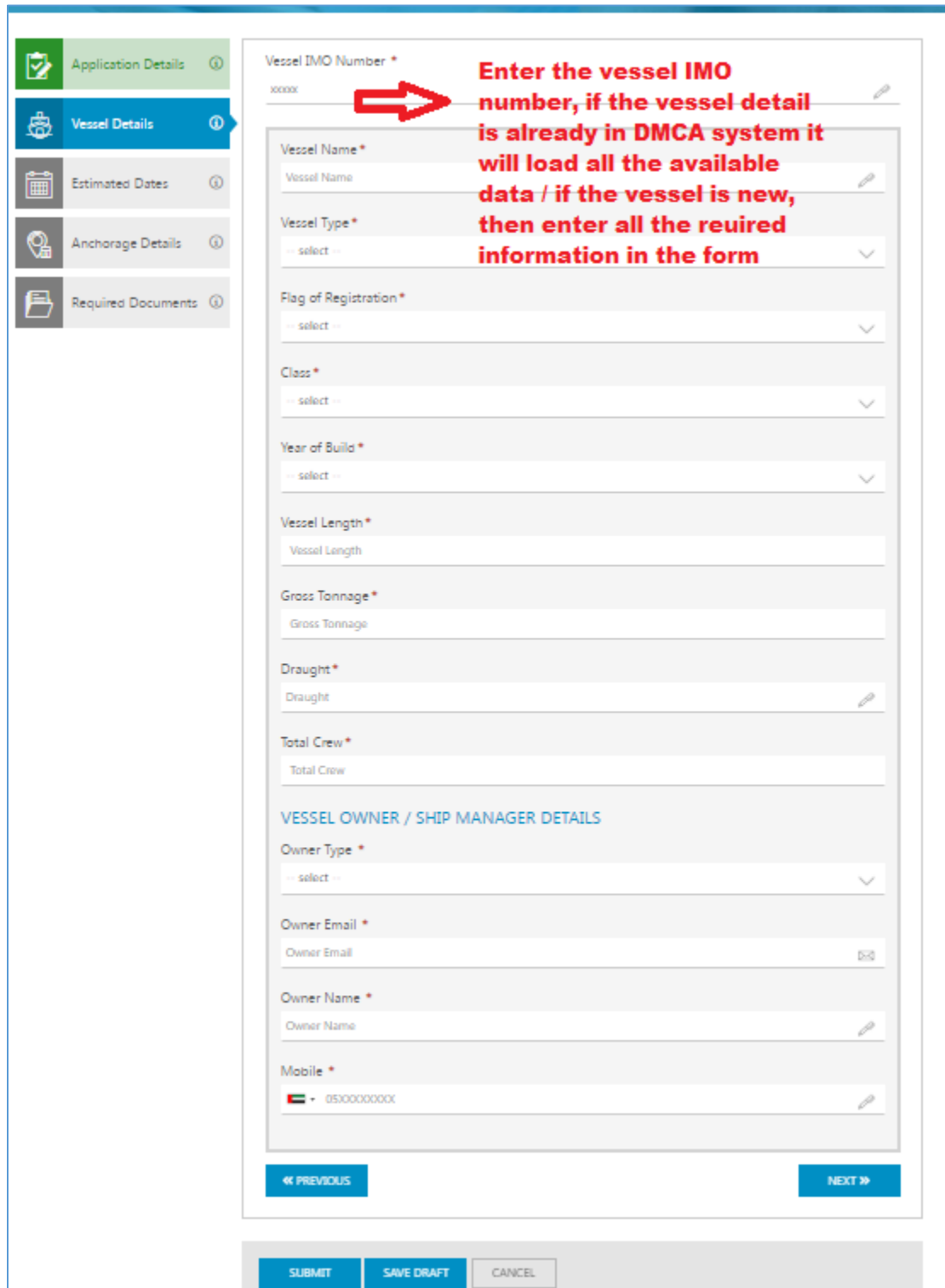
- 3) After login, select **DMCA Services** from the top menu and then select **Maritime Operations**



- 4) Then select the below highlighted service to apply for Anchorage in Emirates water



- 7) Enter the IMP number of the vessel, if the vessel data is already with DMCA system, then it will load the remaining data of the vessel. If the vessel is new, then enter all the required data.



Enter the vessel IMO number, if the vessel detail is already in DMCA system it will load all the available data / if the vessel is new, then enter all the required information in the form

Vessel IMO Number *
xxxxx

Vessel Name *
Vessel Name

Vessel Type *
-- select --

Flag of Registration *
-- select --

Class *
-- select --

Year of Build *
-- select --

Vessel Length *
Vessel Length

Gross Tonnage *
Gross Tonnage

Draught *
Draught

Total Crew *
Total Crew

VESSEL OWNER / SHIP MANAGER DETAILS

Owner Type *
-- select --

Owner Email *
Owner Email

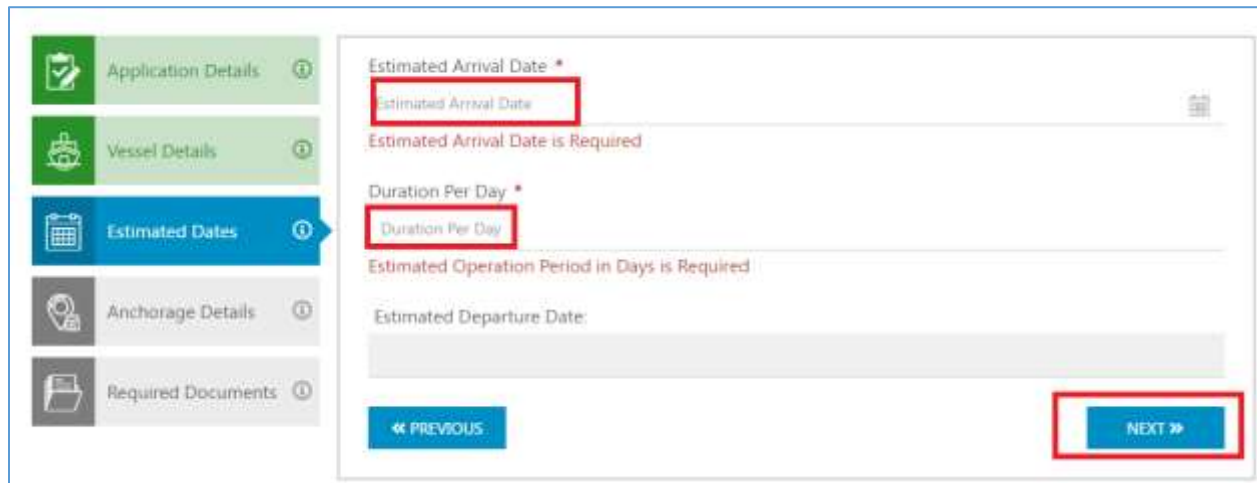
Owner Name *
Owner Name

Mobile *
+ 05XXXXXXXX

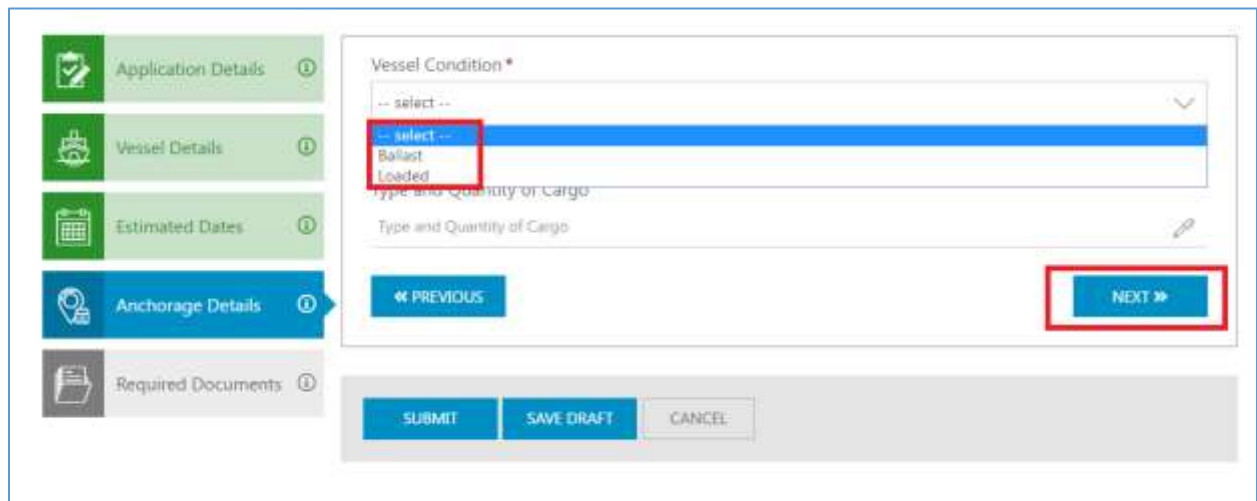
« PREVIOUS NEXT »

SUBMIT SAVE DRAFT CANCEL

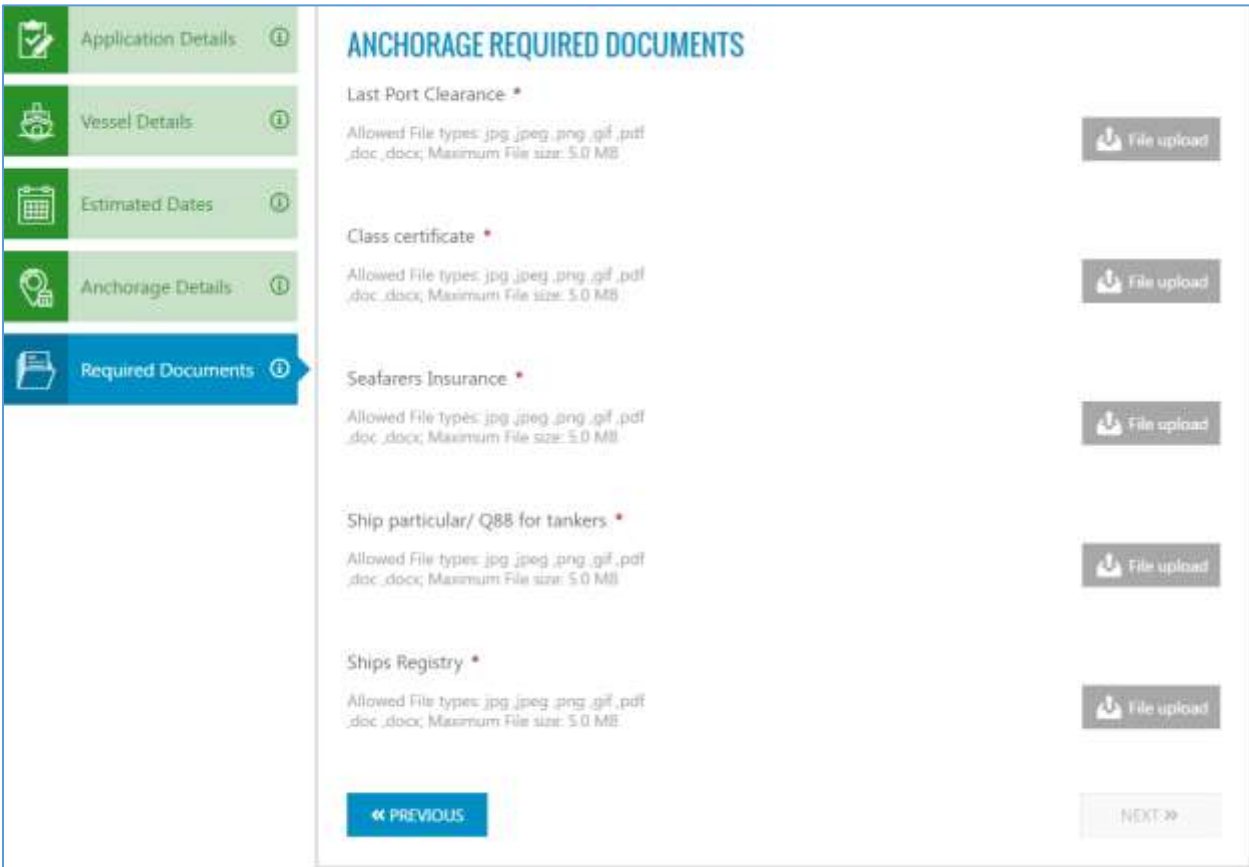
- 8) After entering the vessel details, click Next button. Enter the estimated arrival date & no. of days of anchorage and click next.



- 9) Enter the vessel type & type/quantity of cargo details.



10) Upload all the documents requested in the form.



ANCHORAGE REQUIRED DOCUMENTS

Last Port Clearance *
Allowed File types: .jpg, .jpeg, .png, .gif, .pdf, .doc, .docx; Maximum File size: 5.0 MB

Class certificate *
Allowed File types: .jpg, .jpeg, .png, .gif, .pdf, .doc, .docx; Maximum File size: 5.0 MB

Seafarers Insurance *
Allowed File types: .jpg, .jpeg, .png, .gif, .pdf, .doc, .docx; Maximum File size: 5.0 MB

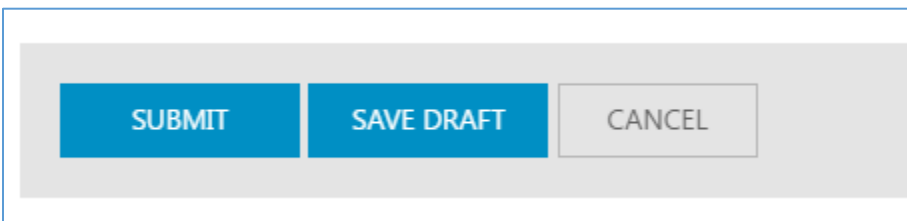
Ship particular/ Q88 for tankers *
Allowed File types: .jpg, .jpeg, .png, .gif, .pdf, .doc, .docx; Maximum File size: 5.0 MB

Ships Registry *
Allowed File types: .jpg, .jpeg, .png, .gif, .pdf, .doc, .docx; Maximum File size: 5.0 MB

« PREVIOUS

NEXT »

11) Submit the application if all details entered are up to satisfaction. Or you can save the so far created application as draft.



SUBMIT

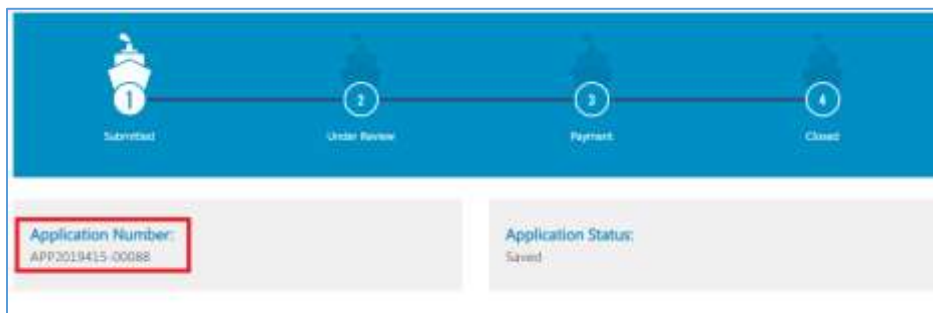
SAVE DRAFT

CANCEL

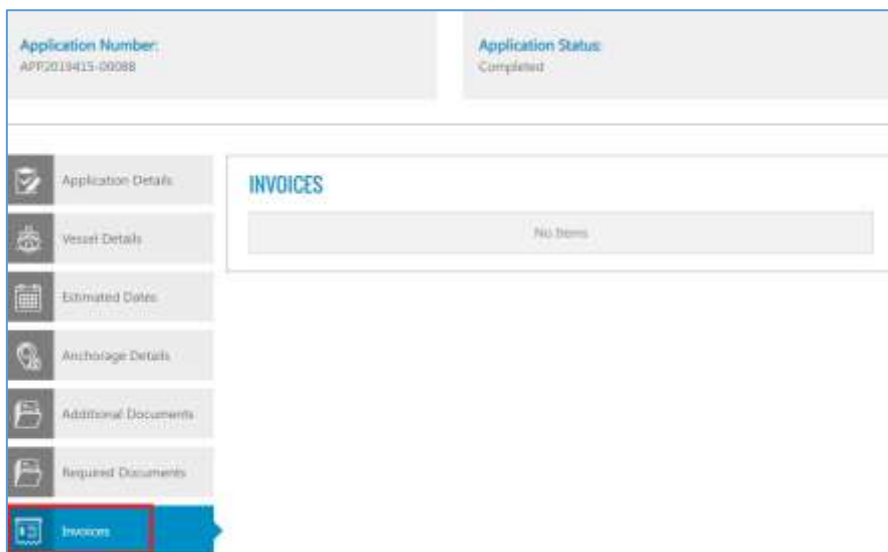
12) If the application is saved as draft, you can access the draft application from My Workspace-> My Drafts



13) Once the application is submitted, there will be a reference number generated for further processing.



14) You can pay the related invoices from the application Invoice tab.



15) Note: After submitting the application, if there is a necessity to add additional documents, then upload using the Addition Documents tab in the application.



16) All the submitted applications can be accessed from My workspace. The generated permits can be downloaded/printed from My Permits section.

