



Real Estate Brokerage Practice Guide

Real Estate Regulatory Agency - Real Estate Licensing Department

First Edition 2022



Table of Contents

1. Introduction
2. UAE bylaw No. 85 of 2006 regulating the Real Estate Brokers Register in Dubai
3. Real estate circulars
4. Ethics of practising the profession
5. Smart marketing and sales contracts (A, B, F)
6. Smart systems being used
7. Real estate permits
8. The green list
9. Standards for the classification of real estate brokerage offices and brokers
10. Marketing mechanism for off-plan projects
11. Amicable Settlement Contract (F)
12. Real estate registration trustee offices concerned with real estate sales
13. How to obtain a real estate broker card

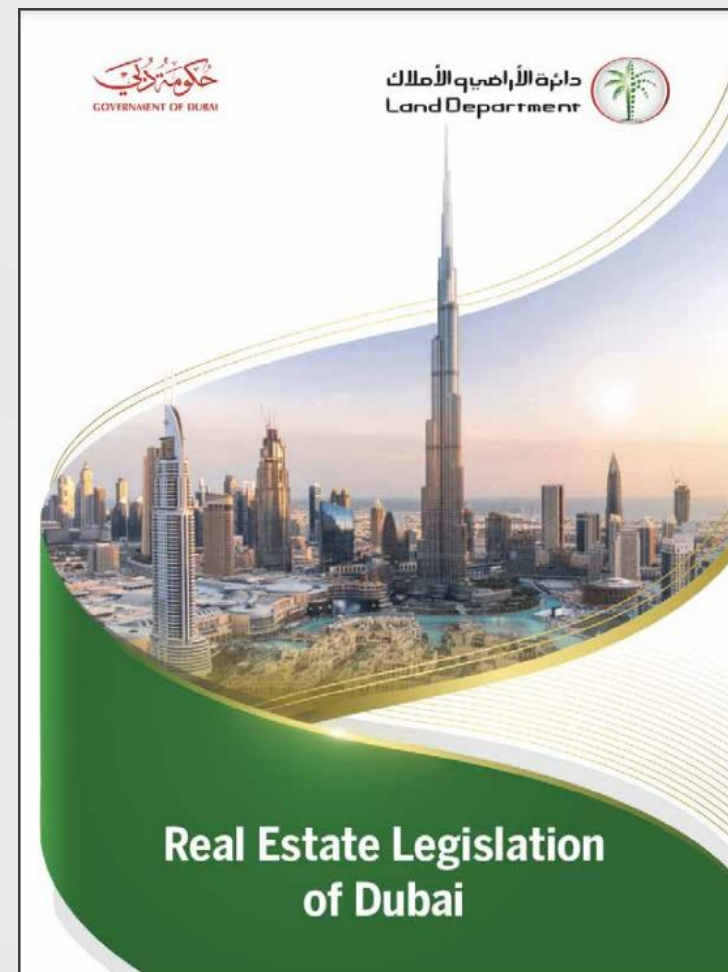
Introduction

The Real Estate Regulatory Agency issued this guide, which contains all the information, laws and procedures relating to the practise of real estate brokerage in Dubai, to raise the efficiency of brokers working in the market. Therefore, we call on all real estate brokers to abide by the contents of this guide to avoid any illegal practices, which will result in legal measures and violations issued against them.

UAE Bylaw No. 85 of 2006 regulating the Real Estate Brokers Register in Dubai

To view the list of real estate brokers, please click on the link below

<https://dubailand.gov.ae/en/about-dubai-land-department/rules-regulations/#/>



Real Estate Circulars

Brokers can view the circulars regarding real estate activities through the following link:

[Real Estate Circulars](#)



التاريخ: 02/08/2022
المرجع: DLD/OUT/2022/0004772

Circular(3-2022)	تصميم (3-2022)
Dear / All real estate portals Greetings	السادة/ منصات التسويق العقاري المحترمين تحية طيبة وبعد...
Subject: Terms and conditions for real estate marketing on portals	الموضوع: الشروط والأحكام الخاصة بالتسويق العقاري على المنصات
RERA extends its warmest regards and gratitude for your continued cooperation. Regarding the above topic and in pursuit of the governance of real estate advertisements to grant more credibility and protect the rights of investors and customers in the real estate market, we would like to inform you that all real estate portals concerned with publishing real estate ads must adhere to the following directives:	بداية نمدىكم مؤسسة التنظيم العقاري أطيب التحيات ونشكر لكم تعاونكم الدائم معنا. بالإشارة إلى الموضوع أعلاه ومن منطلق حوكمة الإعلانات العقارية لإنعطاء المزيد من المصداقية وحماية حقوق المستثمرين والمتعاملين في السوق العقاري نفيديكم علماً بأنه يتوجب على جميع المنصات العقارية المعنية بنشر الإعلانات العقارية الالتزام بالتوجيهات التالية:
1. Real estate advertisements without an official permit from the RERA are not allowed to be posted.	1. عدم نشر أي إعلان عقاري غير حاصل على تصريح رسمي من مؤسسة التنظيم العقاري.
2. The permit must be verifiable through the integration between RERA and the real estate portals.	2. يجب التأكد من صحة التصريح من خلال الربط الإلكتروني الموجود بين مؤسسة التنظيم العقاري والمنصة العقارية.
3. The content of the ads must be updated periodically through RERA's integration properties that are no longer available must be delisting from the site (or proclaimed clearly on the ad in written form that it has been sold out.)	3. يجب تحديث بيانات الإعلانات بشكل دوري من خلال الرابط الإلكتروني مع المؤسسة بالنسبة للعقارات التي لم تعد متوفرة بحذفها من الموقع أو كتابة (تم البيع بخطط كبير وواضح على الإعلان).
4. The real estate advertising information must reflect the information of the permits issued by RERA.	4. يجب أن تكون بيانات الإعلان العقاري مطابق لبيانات التصريح الصادر من المؤسسة.
We appreciate your continued cooperation.	مقدرين تعاونكم الدائم معنا...

Ethics of practicing the profession

All licensed real estate brokers must adhere to the ethics of practising the profession, including:

1. Adhering to fair treatment
2. Employing respect in all procedures
3. Maintaining privacy
4. Honesty and uprightness
5. Applying quality control
6. Ensuring integrity
7. Committing to society
8. Maintaining the interests of the contracting parties
9. Preserving all documents
10. Respecting the regulations and procedures of Dubai Land Department.

Smart marketing and sales contracts (A, B, F)

The Real Estate Regulatory Agency has provided smart marketing contracts based on Dubai government's vision of the smart transformation of all provided services. Therefore, real estate brokers must commit to using smart contracts for real estate marketing and sales:

Contract A: An agreement to market a property between the seller and the real estate brokerage.

Contract B: An agreement of desire to purchase a property between the buyer and the real estate broker

Contract F: An agreement to sell a property between the seller and the buyer

To learn how to use smart contracts, please visit the following link:

[smart contracts](#)

حكومة دبي
GOVERNMENT OF DUBAI

دائرة الأراضي والأموال
Land Department

وَسْطَاءُ دُبَي
Dubai Brokers

عقد البيع الموحد

☐ Seller (A) ☐ Buyer (B) ☒ Unified Sell Contract(F) ☒ عقد البيع الموحد (F) ☐ بائع (A) ☐ مشتري (B)

Contract Information

Contract Number	CF202208104184	رقم العقد	Status	Active	الحالة
Start Date	10/08/2022	تاريخ البدء	End Date	10/10/2022	تاريخ الانتهاء
Title Deed #	1712/2014	رقم شهادة ملكية العقار	Noc From Developer	Yes	شهادة عدم معارضة من المطور
Seller Broker Commission	0 %	عمولة وسيط البيع	Buyer Broker Commission	2 %	عمولة وسيط المشتري
Created Date	10/08/2022	تاريخ الإنشاء	Will this property be mortgaged?	Yes	هل سيتم رهن هذا العقار؟

Mortgage details

Procedure Type	FULL	نوع الاجراء	Mortgage Degree	1	درجة الرهن
----------------	------	-------------	-----------------	---	------------

Mortgagee

Name	بنك أبوظبي التجاري	اسم	Worth Value	AED 1,312,500.00	قيمة الرهن
To Date	30/04/2039	الى تاريخ	From Date	20/04/2014	من تاريخ

Owner Details

Seller Name	دنيس ماثيو	اسم البائع	Signature Date	10/08/2022 11:33 PM	تاريخ التوقيع
Selling Share(Sq. Mt)	195.10	الحصة المراد بيعها (متر مربع)	Actual Share(Sq. Mt)	195.10	الحصة الفعلية (متر مربع)

Smart systems being used

The Real Estate Regulatory Agency has automated all the programmes and services of real estate brokers to facilitate services and communication with the agency through the following systems:

Trakheesi :

The Trakheesi system provides services relating to real estate licences and permits: issuing professional practice cards and office registration certificates, as well as receiving and responding to any violations or warnings issued to the company. The system can be accessed through DLD's website:

<https://trakheesi.dubailand.gov.ae/>

The Dubai REST app:

The Real Estate Regulatory Agency provides the Dubai REST app, which all real estate brokers are required to download as it contains real-estate-broker data, smart sales and marketing contracts, and the green list, in addition to details pertaining to off-plan projects and many other services.



Real estate permits

The Real Estate Regulatory Agency has issued regulations and guidelines for real estate permits for marketing and promotion of properties, where real estate brokerages must obtain a permit for any real estate advertisement or marketing material through the Trakheesi system. Additionally, the permit number must be displayed on the ad:

This service allows you to apply for a real estate advertisement permit, including:

1. Newspaper ads
2. SMS ads
3. Outdoor Ads
4. Vehicle ads
5. Print ads
6. Electronic ads
7. Billboards
8. Promotional campaigns
9. Open days
10. Classified ads
11. The organising of real estate exhibitions
12. Project launch ceremonies
13. Real estate promotion platforms
14. Real estate seminars

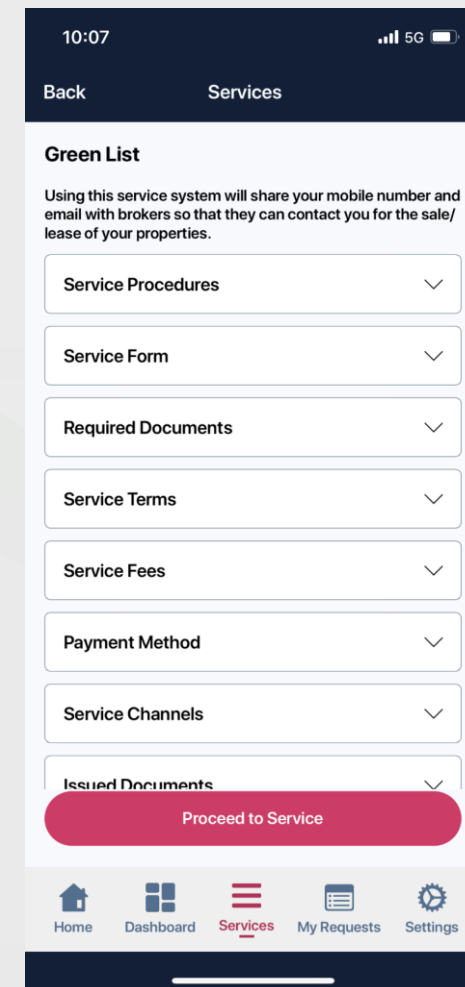
تصريح عقاري Real Estate Permit	
Gentlemen	MIDLINE REAL ESTATE BROKER
السادة	مدان الرسالة العقارية
Greetings.....	تحية خيـه وبعـد
Permit from Real Estate department have no issue to provide final permit as per the below information	تصريح بعدم معاقبة مؤسسة التنظيم العقاري بإصدار التصريح النهائي من قبلكم حسب البيانات التالية
License Details	تفاصيل رخصة
Trade Name:	الاسم التجاري
License Authority :	مصدر الرخصة
License No. :	رقم الرخصة
Permit Details	تفاصيل التصريح
Permit Type:	نوع التصريح
Transaction No. :	رقم المعاملة
Issue Date :	تاريخ الإصدار
Start Date:	تاريخ البداية
Expiry Date	تاريخ الانتهاء
Permit Number	رقم الإعلان
<p>This certificate is issued by electronic service without stamp or signature, to verify it please visit website trakheesi.dubailand.gov.ae</p> <p>هذه شهادة إلكترونية تصدر بدون ختم أو توقيع لتتأكد من صحة المعلومات يرجى زيارة الموقع الإلكتروني trakheesi.dubailand.gov.ae</p>	
<p>Important Notes</p> <p>This permit was issued at the request of the company / institution (applicant) The applicant acknowledges that he has read, agreed to and is committed to the terms and conditions set out in the authorization if the applicant violates the general terms and conditions, the legal proceedings will be taken against him.</p> <p>صدر هذا التصريح بناء على طلب الشركة / المؤسسة مقدم الطلب. ويقر مقدم الطلب بأنه قد اطلع على الشروط والأحكام المبينة في التصريح ووافق عليها وملتزم بها. وفي حالة إخلال مقدم الطلب بالشروط والأحكام المبينة أعلاه، سيتم اتخاذ الإجراءات القانونية المخصصة ضده.</p>	
MLS Number Must Be Added In The Advertisement	يجب وضع رقم MLS على الإعلان
دائرة الترخيص العقاري	Print Date: 11/08/2022 التاريخ :
Real Estate Licensing Department	
<p>الهاتف: 9718004488، شارع بانياس صندوق بوند، دبي 30404 94991، الإمارات العربية المتحدة 1166 www.dubailand.gov.ae</p> <p>رؤيتنا: أوجهة العقارية الآمنة عالميا في الابتكار و الثقة و السعادة</p>	

The Green List

The Real Estate Regulatory Agency has provided this service to all real estate brokers via the Dubai REST app. It enables brokers to find out the phone numbers and e-mail addresses of registered real estate owners. Brokers are not allowed to contact owners not registered as part of the green list, and if a broker should contact anyone not on the green list, a violation will be issued and their operations will be suspended in the event of a complaint or a report against them by an investor or a client

To register and be on the green list, please click the link below:

[Green List](#)



Standards for classification of real estate brokerage offices and brokers

Towards creating healthy competition among real estate brokers and raising the efficiency of services provided to customers, the Real Estate Regulatory Agency has classified brokerage offices and brokers via approved standards. All brokers must aim for a five-star rating or the golden category.

For classification criteria, visit the attached link:

[Office classification](#)

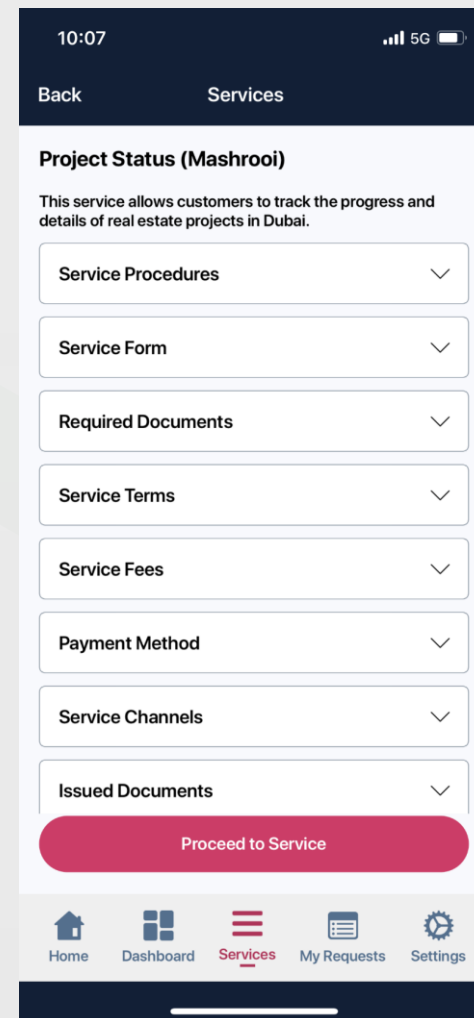
[Broker classification](#)

Marketing mechanism for off-plan projects

All real estate brokers wishing to market real estate projects being sold off-plan are required to ensure licensing and registration of the project with the Real Estate Regulatory Agency. They must also ensure that there is an escrow account associated with the project, instructing buyers to only deposit amounts towards properties in their respective escrow accounts.

There must also be a marketing contract between the developer and the real estate brokerage office.

To validate that a project is licensed and registered, log on to the Dubai REST app - Mashrooi.



Amicable Settlement Contract (F)

The Real Estate Regulatory Agency has provided a service to assist real estate brokers in resolving disputes relating to contract (F). Should the contracting parties reach an agreement by submitting the application through the Trakheesi system, the concerned department will hold a meeting to discuss the breach and try to reach an amicable settlement between the parties. In the event that an amicable solution is not reached between the parties, the parties must resort to the judicial authorities to settle the dispute.

Real estate registration trustee offices concerned with real estate sales

All real estate sales are handled through real estate registration trustee offices representing Dubai Land Department in the sales registration process. To find out the names and areas of real estate registration trustee offices, please click on the following link

[Real Estate Registration Trustee offices](#)

All brokers are mandated to use electronic contracts to record real estate sales transactions.

How to obtain a real estate broker card

- A real estate licence must be first be obtained from the licensing authorities.
- The license must be registered in the Trakheesi system, which is located on Dubai Land Department's website.
- An application for a broker card must be submitted through the Trakheesi system.
- Once the fees are settled, the electronic card will be issued.

رخصة تجارية
Commercial License

License No. 822471

اسم الشركة: أول بيت العقارات ذ.م.م

Company Name: ALL BEST REAL ESTATE L.L.C

Trade Name: ALL BEST REAL ESTATE L.L.C

Legal Type: Limited Liability Company(LLC)

Issue Date: 30/12/2018

Expiry Date: 29/12/2022

Main License No. 822471

D&B D-U-N-S #: 0

Register No. 1701159

رقم التسجيل التجاري: 313966

الاعتراف / License Members

Share / الحصص	Role / المنصب	Nationality / جنسية	Name / الاسم	رقم الترخيص / License No.
100%	Manager / مدير	India / الهند	MOHAMMED HAMEED	743924

License Activities / نشاطات الرخصة التجارية

Real Estate Management Supervision Services

Real Estate Buying & Selling Brokerage

Leasing Property Brokerage Agents

Address / العنوان

P.O. Box: C-006-005

Parcel ID: 10

Phone No: 971-60-338658

Fax No: 971-60-338658

Mobile No: 971-60-338658

Print Date: 21/07/2022 10:10

Receipt No. 14495040

Print Date: 21/07/2022 10:10

Print Date: 21/07/2022 10:10

دائرة الأراضي والأملاك
Land Department

HOME TRANSACTIONS CLASSIFICATION REPORTS INQUIRY SERVICES ABOUT US FAQ CONTACT US

ترخيصي
TRAKHEESI

Welcome Mohammed Abdulla Al shehhi

Licenses Permit Cards Disputes Change User

Search Filters

M S ALZAROUNI REAL ESTATE L.L.C

License # 226110

Modify DED License

Dubai Economics Department

Transaction Date: 10/08/22

Issue Date: 14/10/91

Expiry Date: 13/10/22

02364/2022

PENDING

Logo Certificate History Details Cancel Transaction Pledge Money Laundry

دائرة الأراضي والأملاك
Land Department

Broker Card بطاقة وسيط عقارى

Card Number: 82870

Name: SAYED ARAFAT RAHMAN

Office Name: POWERHOUSE REAL ESTATE BROKERS

Issue Date: 18/5/2022

Expiry Date: 5/12/2022

Activities: Leasing Property Brokerage Agents

Real Estate buying & selling Brokerage

Print Date: 21/07/2022 10:10

Print Date: 21/07/2022 10:10

Print Date: 21/07/2022 10:10



THANK YOU

Real Estate Regulatory Agency
Real Estate Licensing Department

