PENTAXIS
UAE E-INVOICING GATEWAY

Reviewed 19 November 2026

UAE e-invoicing readiness checklist

Work through this with your finance and IT teams. Tick each line when it is done, not when it is planned.

1. Know your date

BUSINESS	APPOINT AN ASP BY	GO LIVE
Revenue AED 50 million or more	30 October 2026	1 January 2027
Revenue below AED 50 million	31 March 2027	1 July 2027
Government entities	31 March 2027	1 October 2027

Missing the date carries a penalty of AED 5,000, then AED 5,000 for every further month or part of a month, up to AED 50,000 in any twelve consecutive months (Cabinet Decision No. 173 of 2026). Dates from the UAE Ministry of Finance: mof.gov.ae/einvoicing.

2. Your company details

- [ ] **TRN** for every legal entity that issues invoices
- [ ] **Trade licence** number, licensing authority and expiry date
- [ ] **Registered address** exactly as on the licence
- [ ] **Invoice numbering** decided per entity and branch, with no gaps or reuse

3. Your customers, suppliers and products

- [ ] **Customer records** with TRNs for every VAT-registered customer
- [ ] **Supplier records** with TRNs, so their e-invoices can be matched
- [ ] **Products and services** each with the right VAT category
- [ ] **Credit notes**: how they reference the original invoice and record the reason

4. How invoices will leave your system

- [ ] **Source**: your accounting system, by connector, API or file export (Excel, CSV, XML or JSON)
- [ ] **Mapping**: every one of the mandatory fields filled from your data
- [ ] **Review**: who checks invoices before they are sent, or whether clean ones go automatically
- [ ] **Test**: a batch of your real invoices validated against PINT AE before go-live

5. Your ASP

- [ ] **ASP appointed** before your deadline, with the appointment date recorded
- [ ] **Connection tested** from your system to the ASP
- [ ] **Receiving**: where supplier e-invoices arrive and who books them

6. When something goes wrong

- [ ] **Rejections**: who sees an ASP rejection, and how quickly it is corrected and re-sent
- [ ] **History**: each correction kept as a new version, with who changed what and why
- [ ] **Archive**: invoices, versions and ASP responses kept together for the retention period

Where businesses get stuck

Missing customer TRNs, inconsistent VAT categories, no plan for rejected invoices, and leaving the ASP appointment until the last month.

PENTAXIS connects your accounting system to the UAE e-invoicing network, checks every invoice against PINT AE before it is sent, and onboards you with our partner ASP. Setup takes about a week and is done by our team.
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This checklist is general guidance, not tax or legal advice. Check your obligations against the Ministry of Finance's UAE Electronic Invoicing Guidelines. PENTAXIS is a product of Omegamatrix Software Computer Trading LLC SPC, Abu Dhabi.