



وزارة البلديات والإسكان

Ministry of Municipalities and Housing

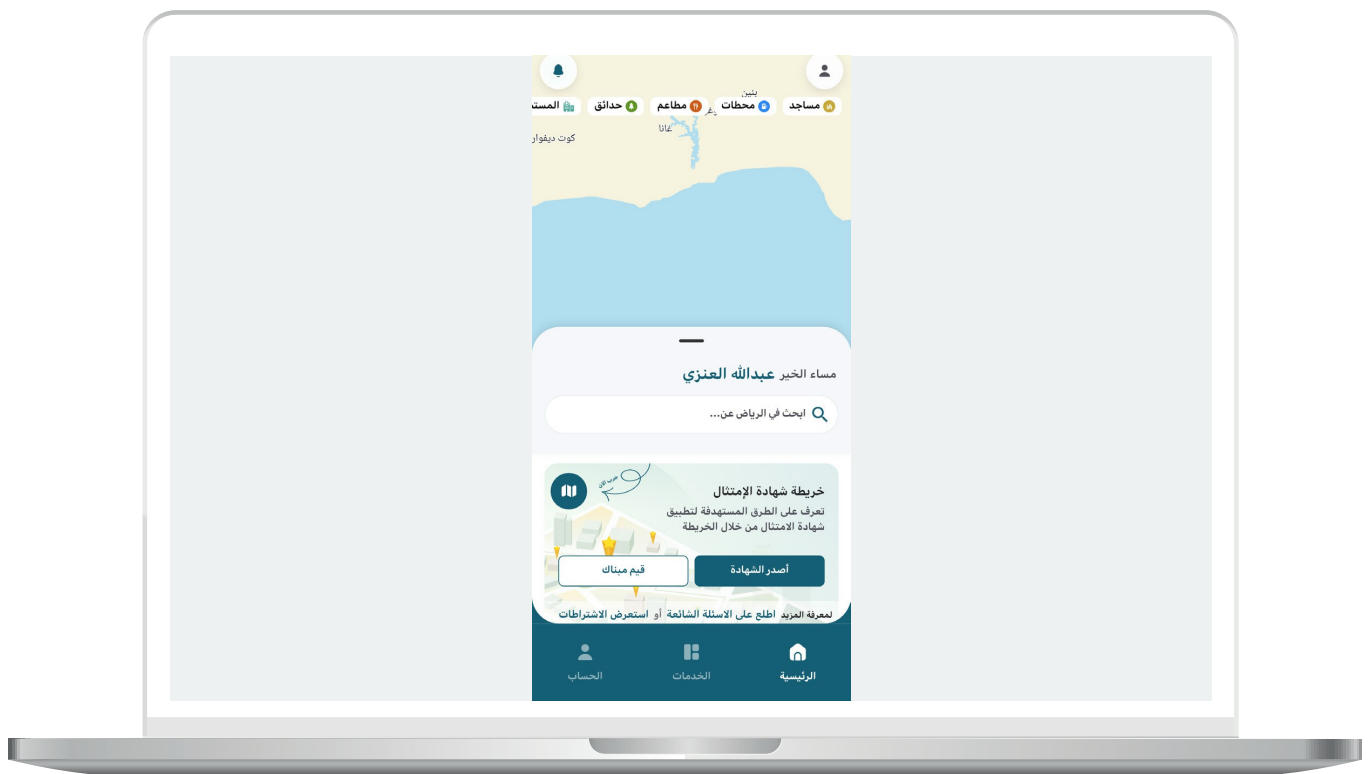
Balady Mobile Application

Temporary Advertising Permit

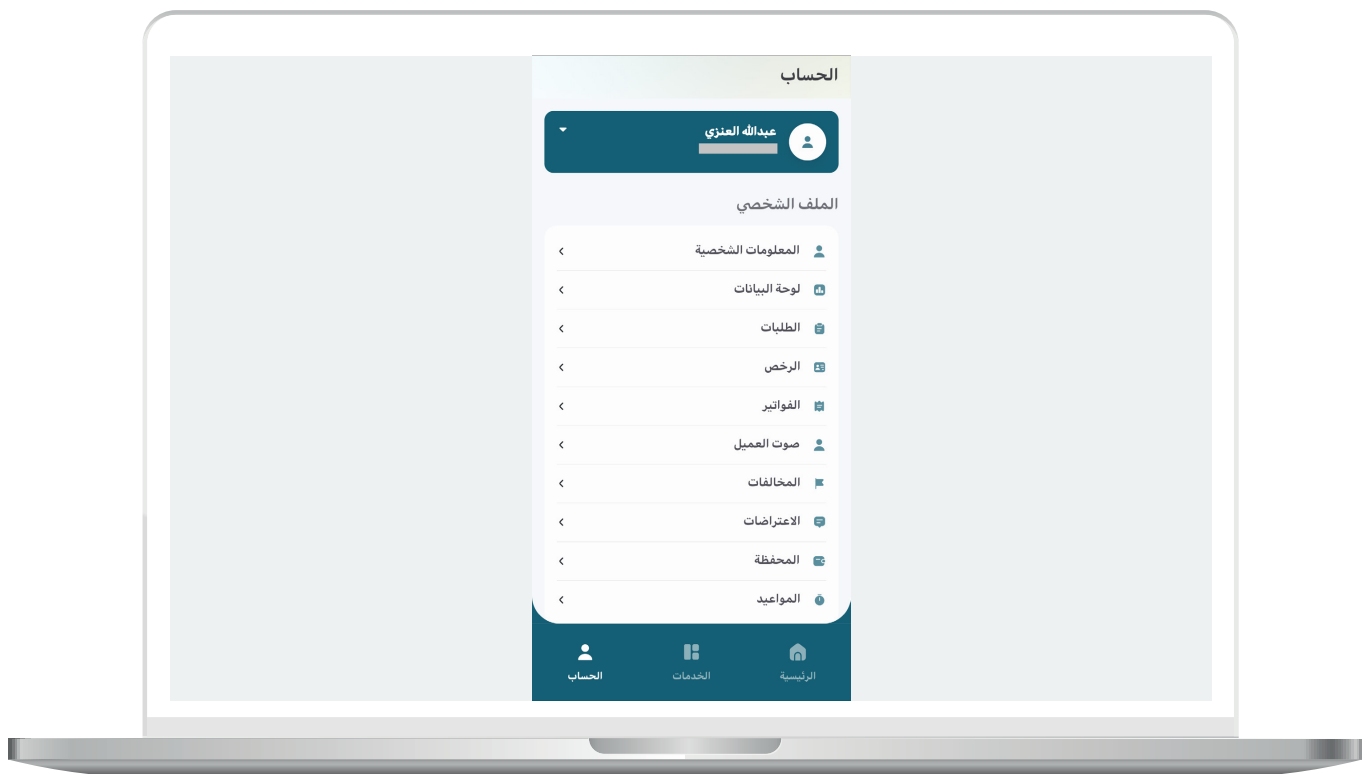
Beneficiary's
Copy

Temporary Advertising Permit – Standard

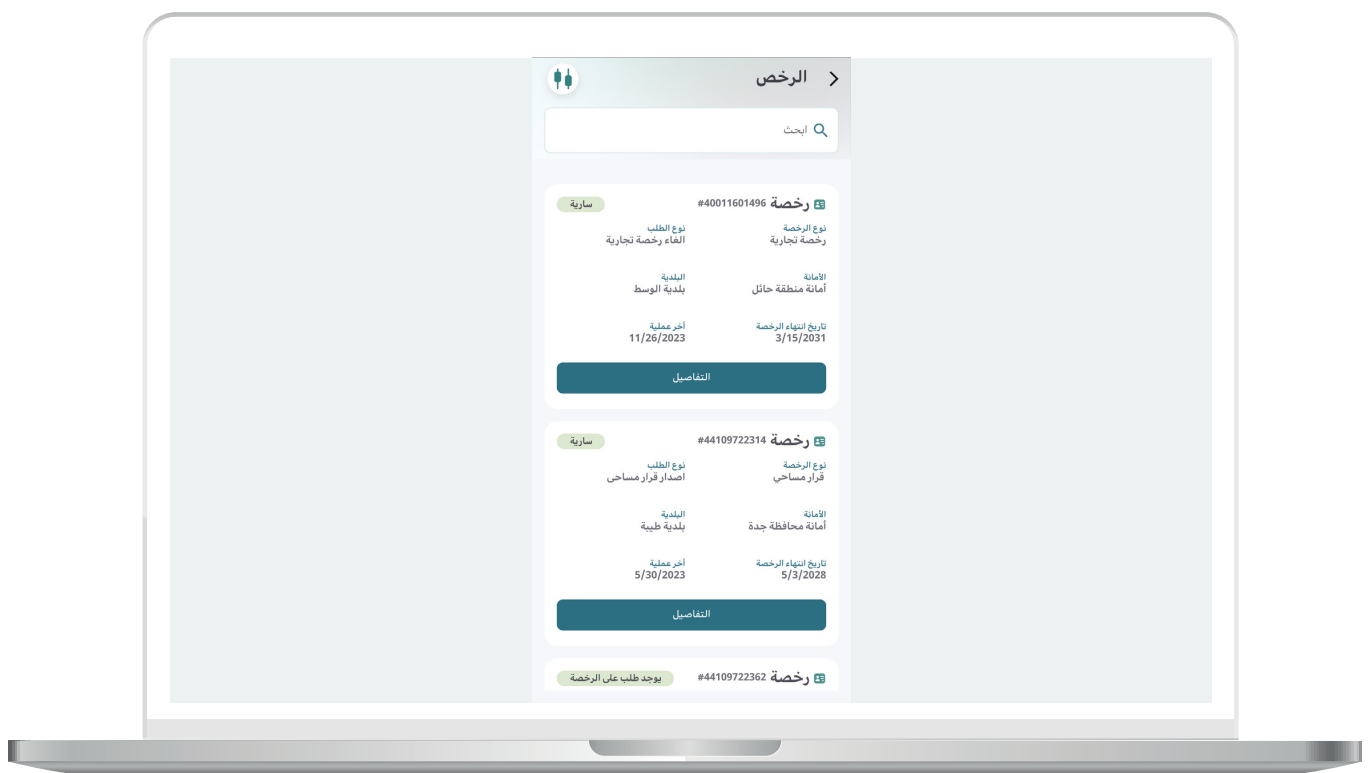
1) After opening the application, the Home Screen appears, as shown below. The user navigates to the **(Account)** section.



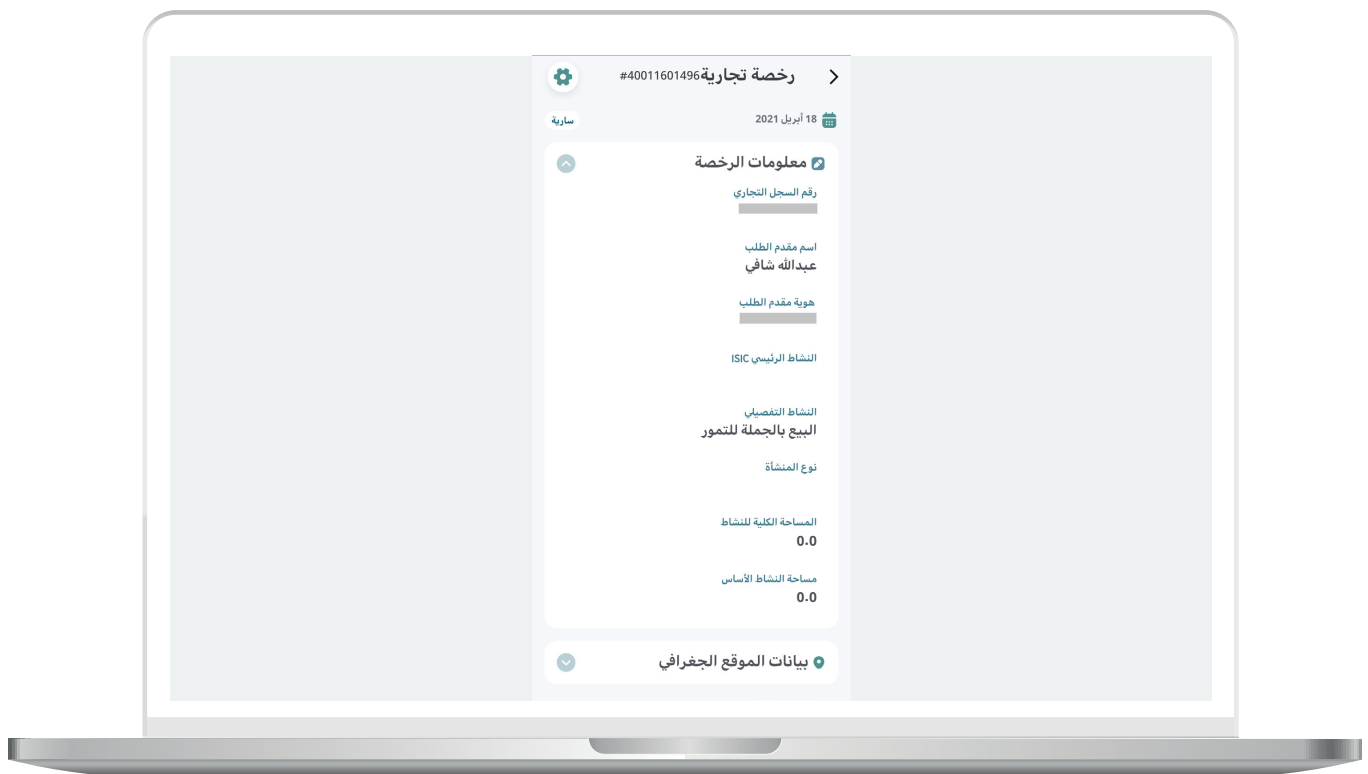
2) The user selects the (Licenses) section.



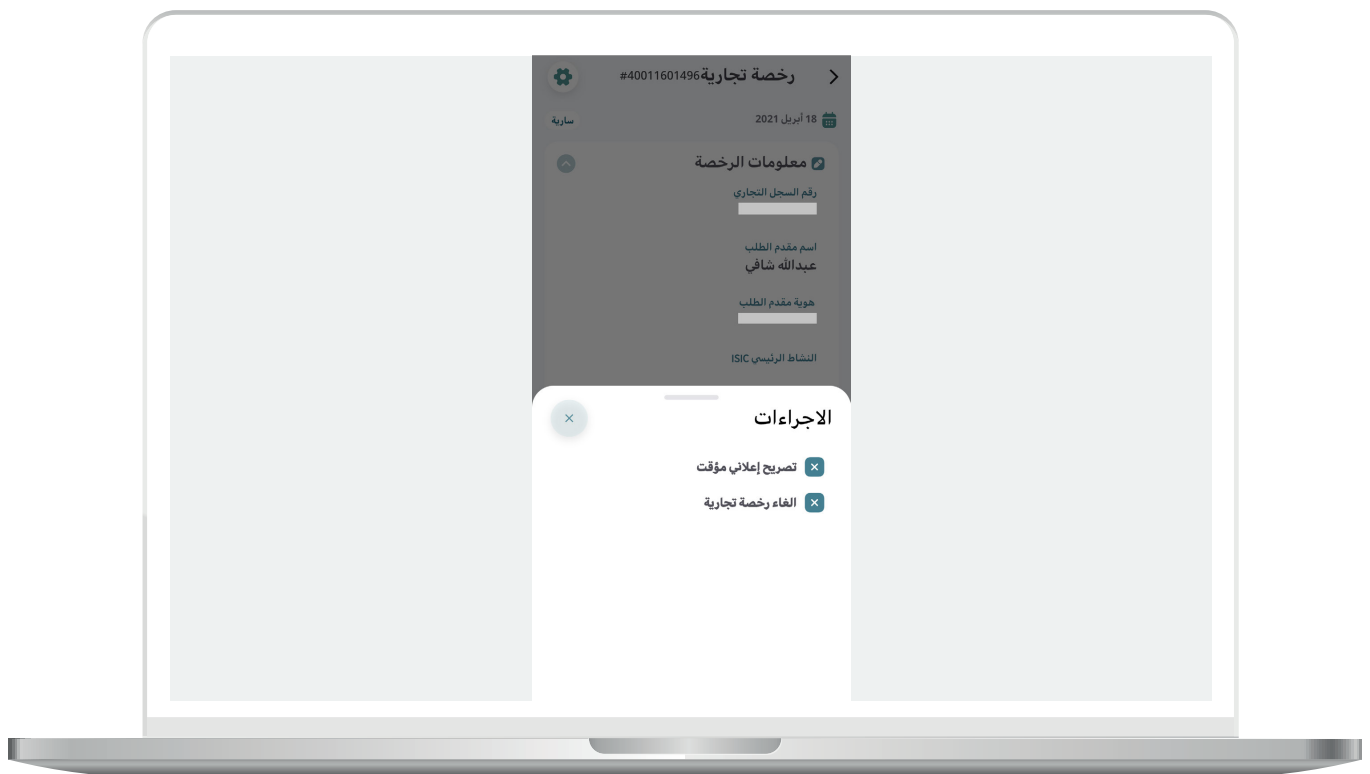
3) The licenses list appears. The user selects the license for which a Temporary Advertising Permit is required by tapping **(Details)**.



4) After the license details appear, the user taps the icon .

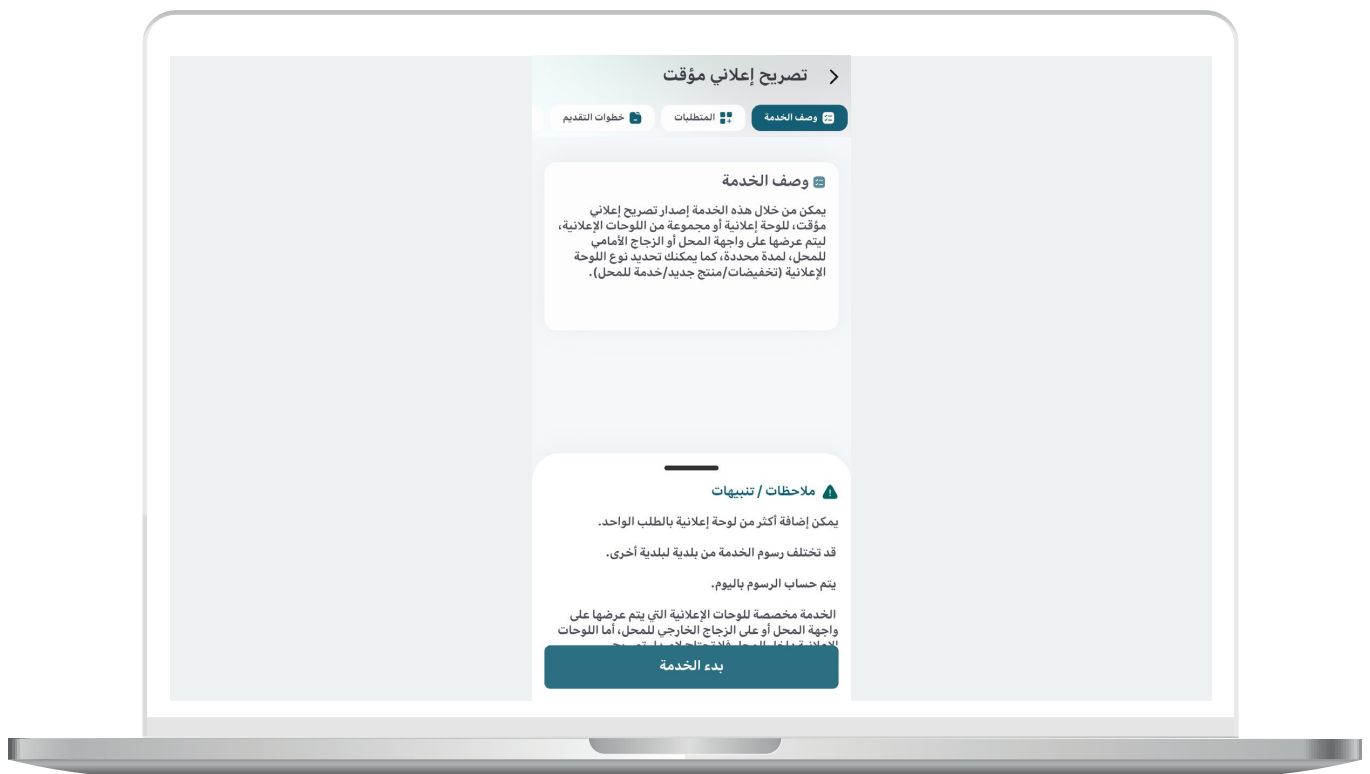


5) From the displayed options, the user selects (Temporary Advertising Permit).

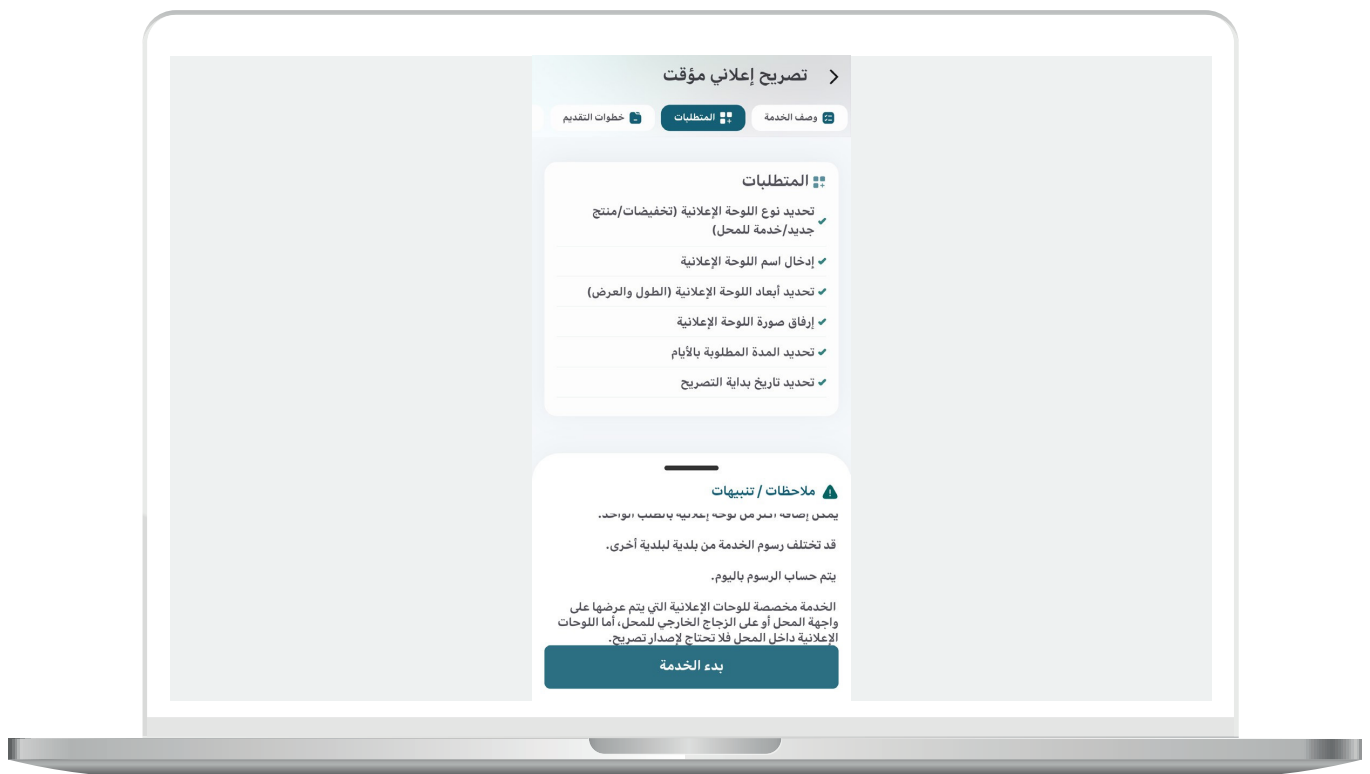


6) The service card screen appears, showing (Service Description).

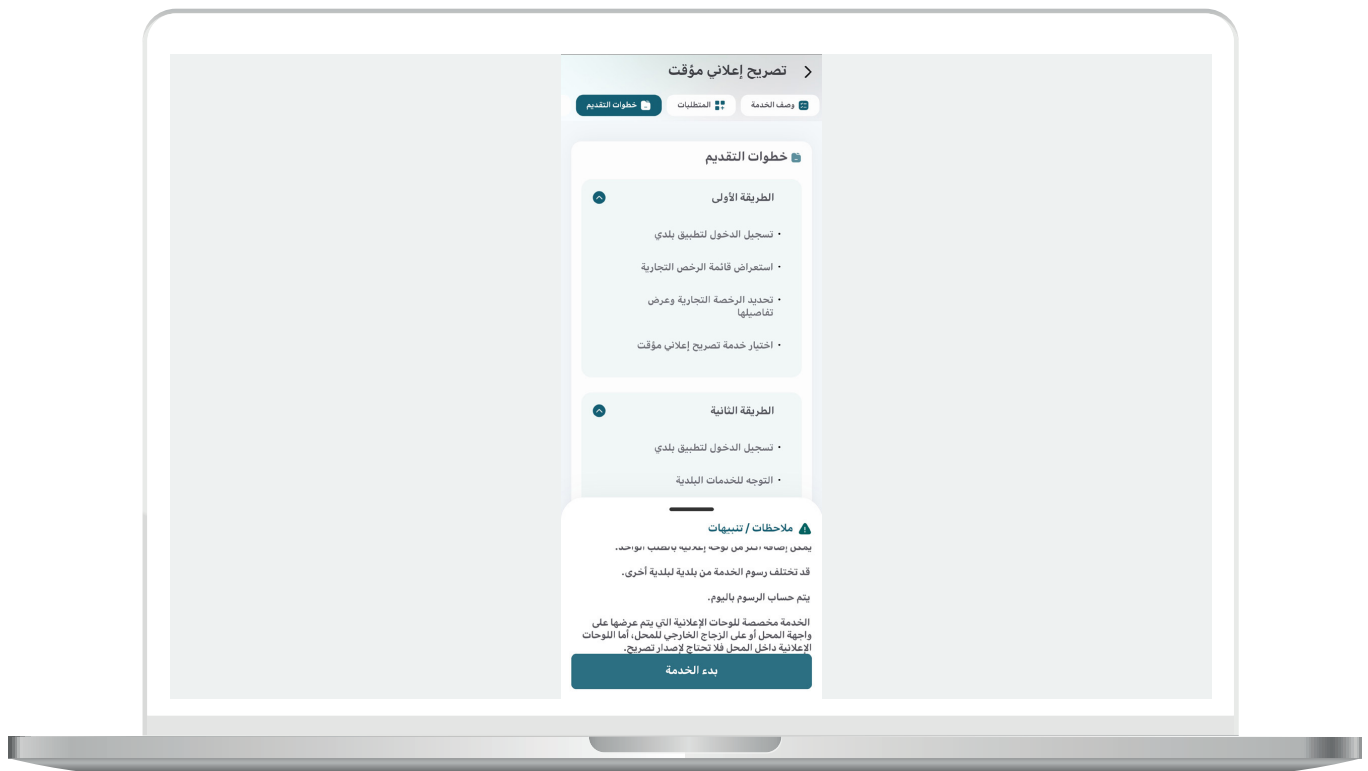
At the bottom of the screen, (Notes/Alerts) section is displayed.



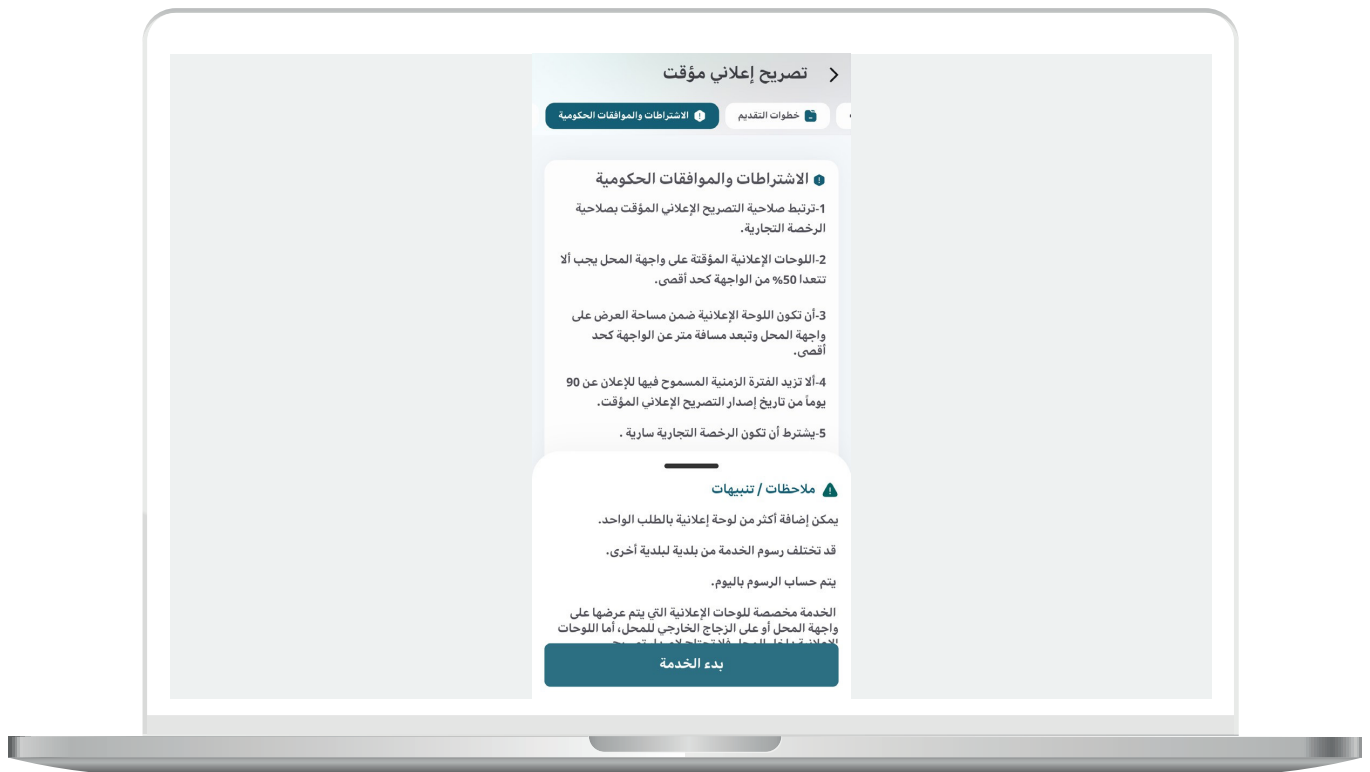
7) The following screenshot shows the (Requirements) screen.



8) The following screenshot shows the (How to Apply) screen.

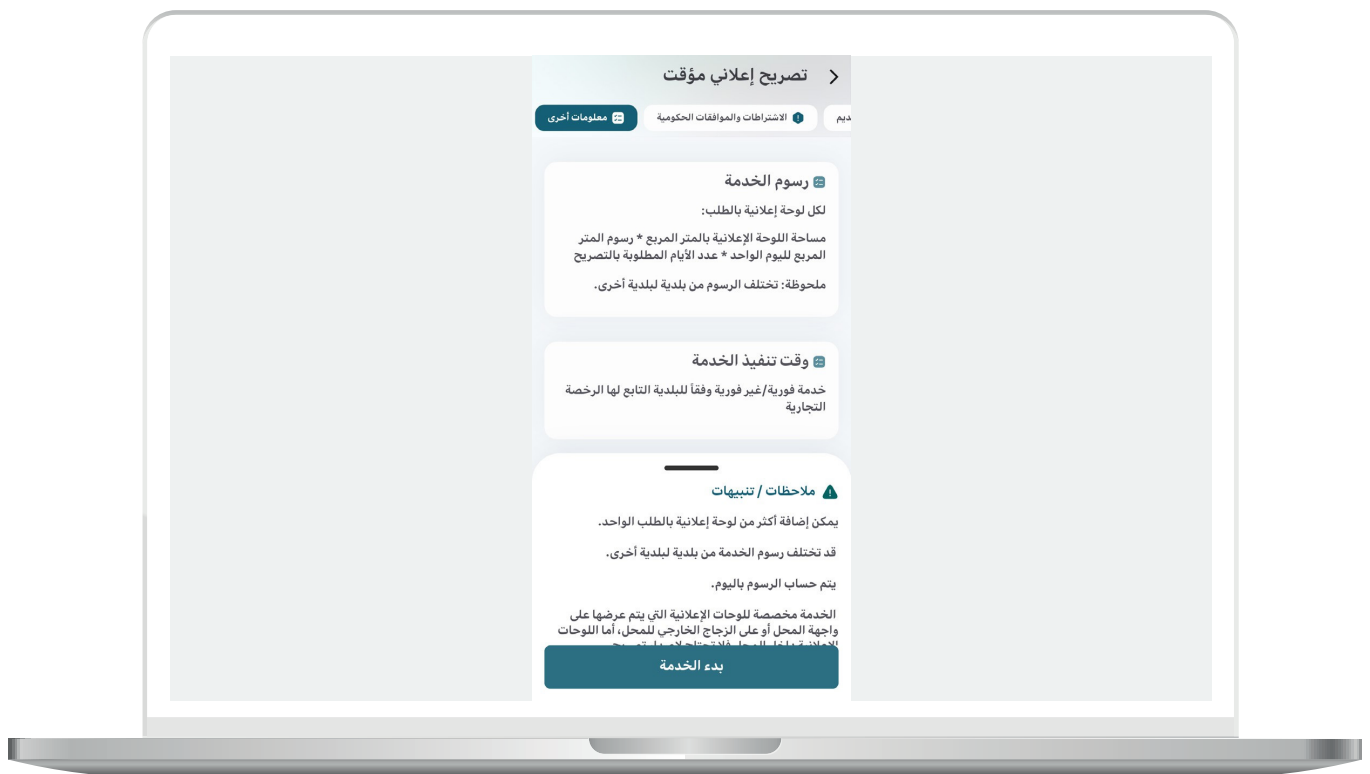


9) The following screenshot displays the (Regulations and Government Approvals) screen.

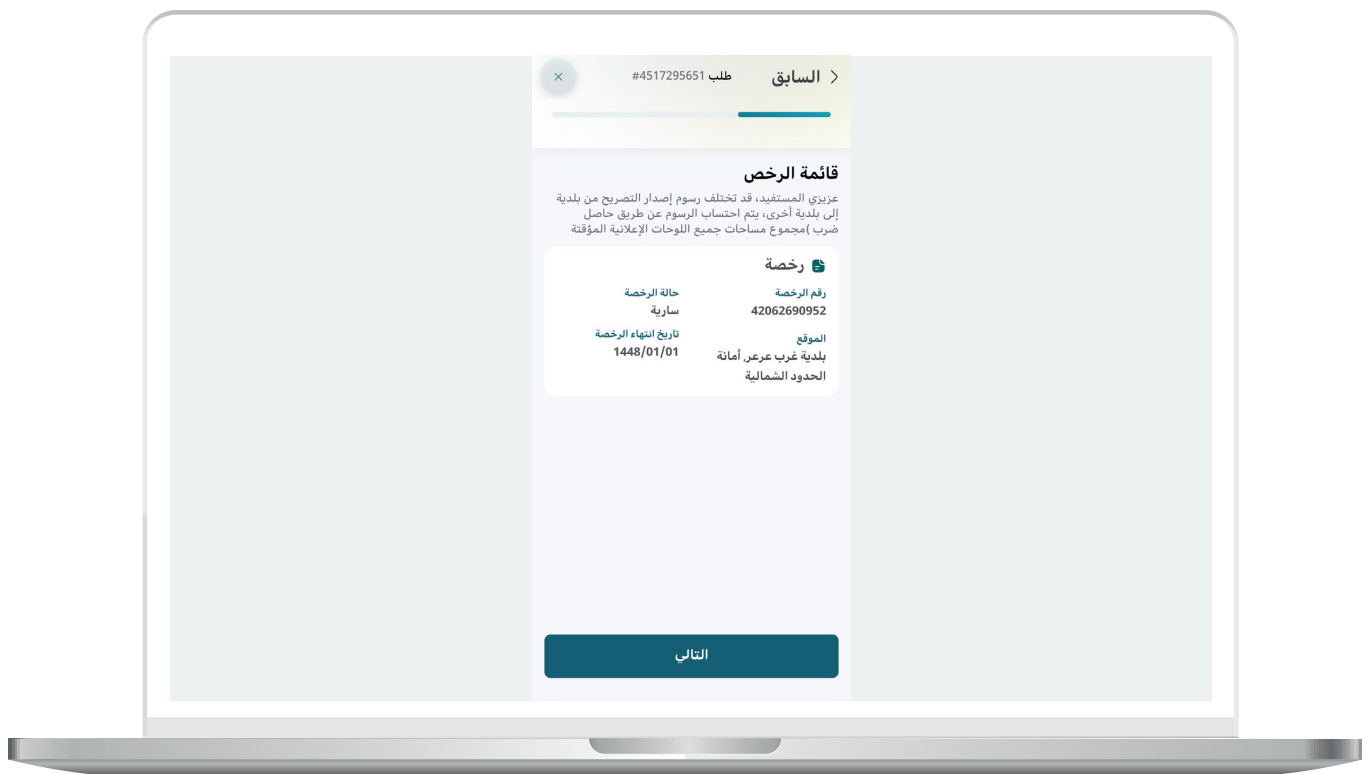


10) The following screenshot displays the **(Other Information)** screen.

The user then taps **(Start Service)**.



11) The user taps (Next).

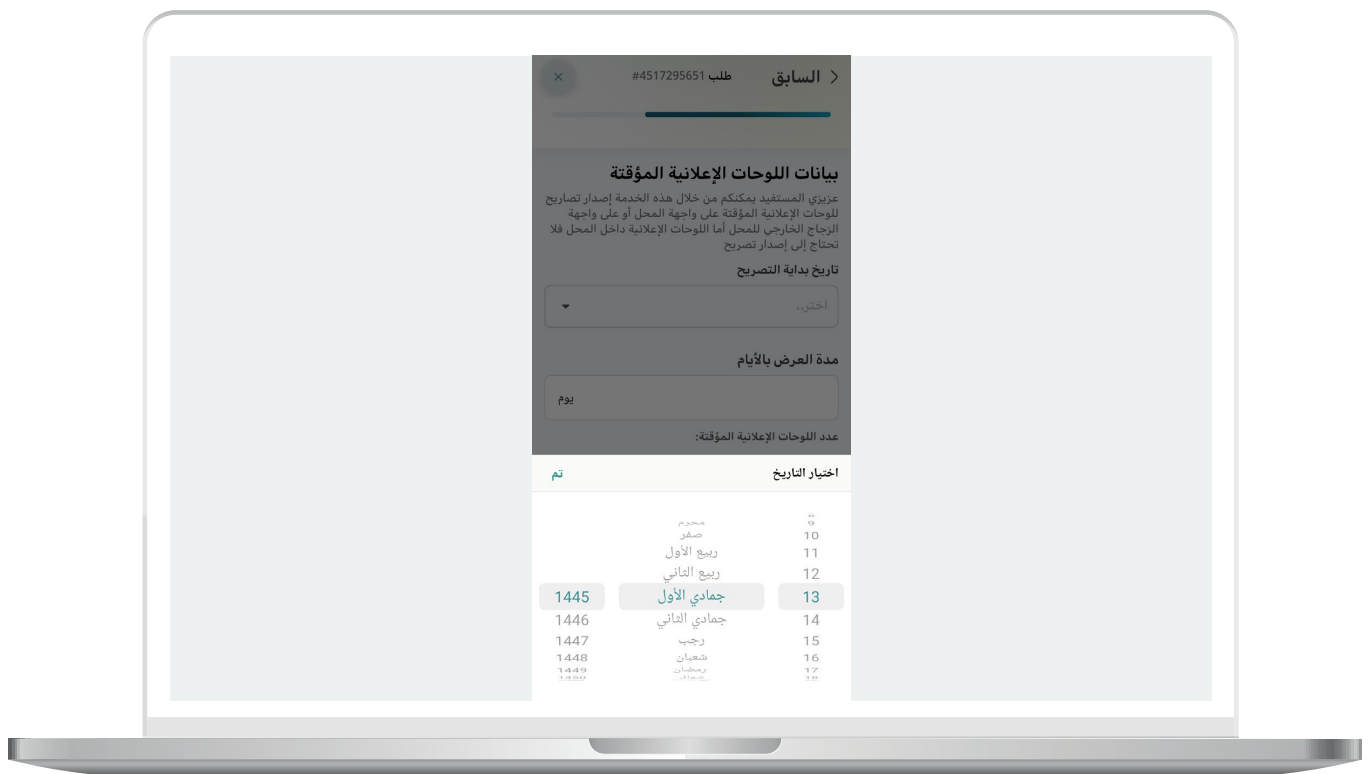


12) The user enters the required details for temporary advertising signs, including (Permit Start Date, Display Duration in Days).

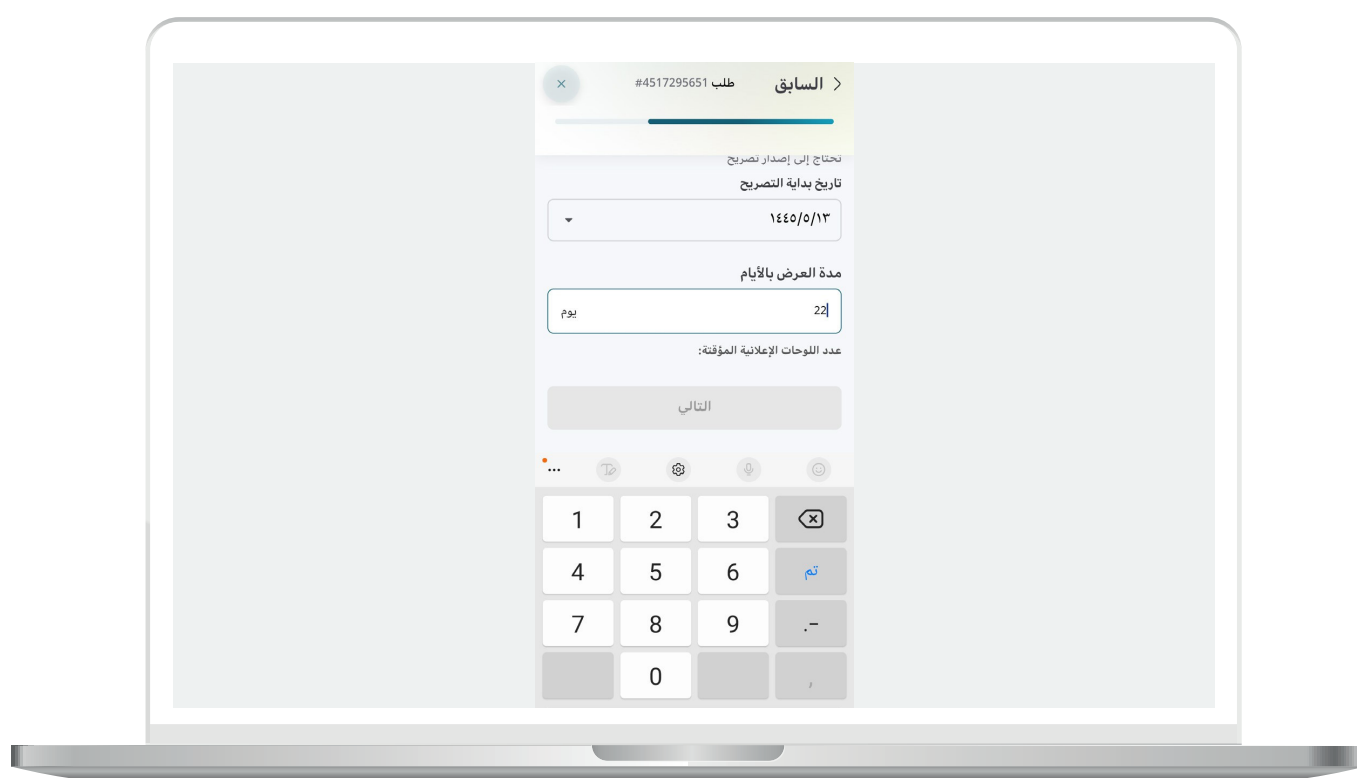
The user adds the signs by tapping (Add Temporary Sign).

The screenshot shows a mobile application interface for adding temporary advertising signs. At the top, there is a header bar with a close button (X), a user ID (#4517295651), and a title 'السابق >'. Below the header, the main content area is titled 'بيانات اللوحات الاعلانية المؤقتة' (Temporary Advertising Signs Data). It contains a paragraph explaining the service and the need for a permit. Below this, there are two input fields: 'تاريخ بداية التصريح' (Permit Start Date) with a dropdown menu and 'مدة العرض بالأيام' (Display Duration in Days) with a text input field. Below these fields, there is a section for the number of signs, titled 'عدد اللوحات الاعلانية المؤقتة:' (Number of temporary advertising signs:), with a value of 'مجموع مساحات اللوحات الاعلانية المؤقتة: ٢ سم 0.0' (Total area of temporary advertising signs: 2 cm 0.0). At the bottom of this section is a button labeled 'إضافة لوحة إعلانية مؤقتة' (Add temporary advertising sign). At the very bottom of the screen is a button labeled 'التالي' (Next).

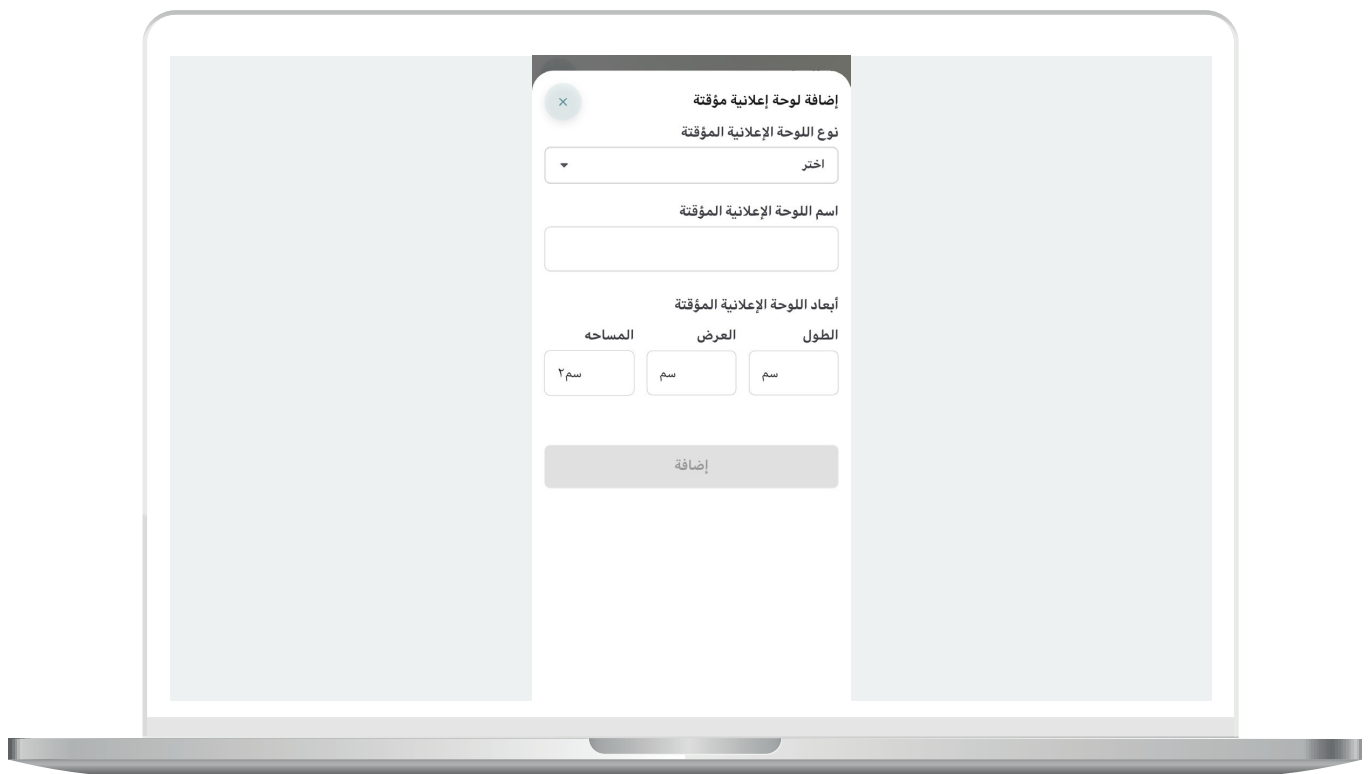
13) The user selects (Permit Start Date) from the electronic calendar.



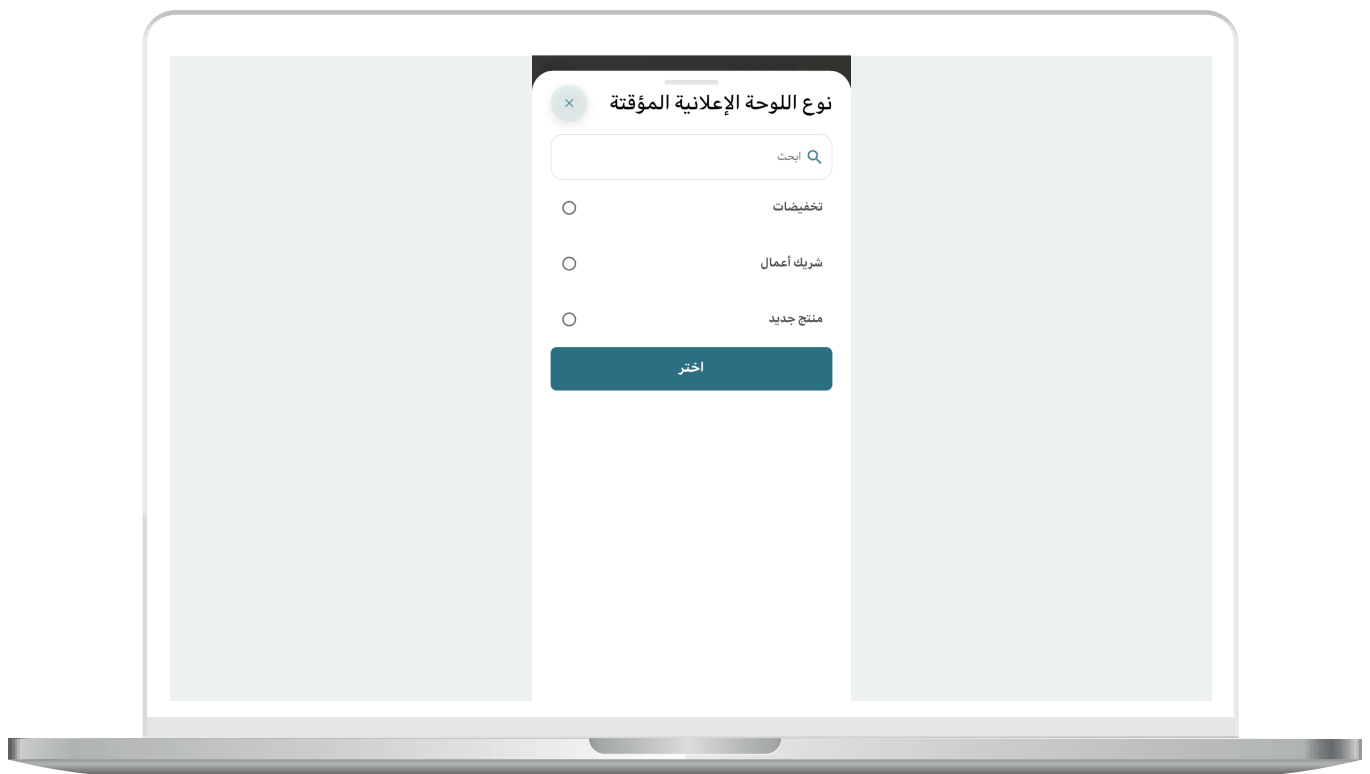
14) The user then enters the value for (Display Duration (in days)).



15) After tapping **(Add Temporary Sign)**, the next screen appears, where the user fills in the required fields.



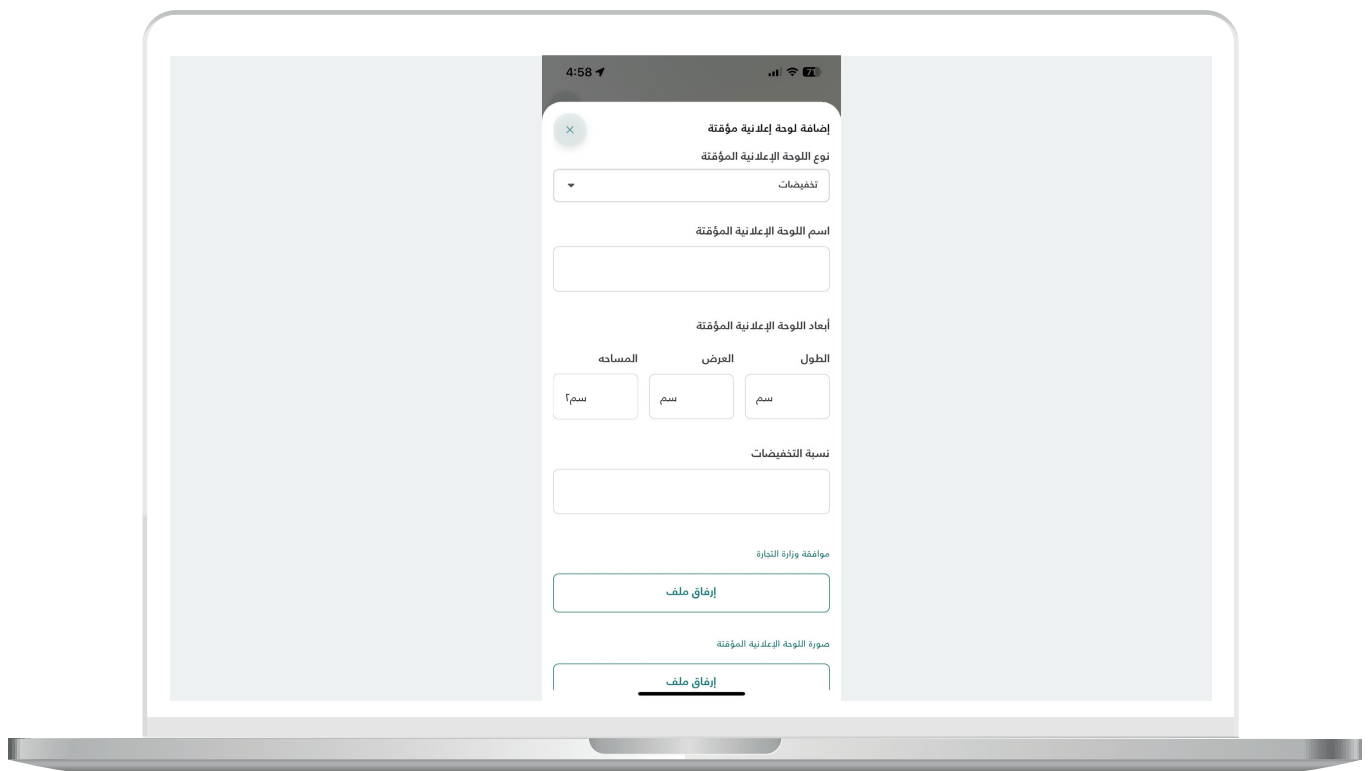
16) The user selects the value for **(Temporary Sign Type)** from the electronic calendar. The next screen appears, allowing the user to select the type of sign and then tap **(Select)**.



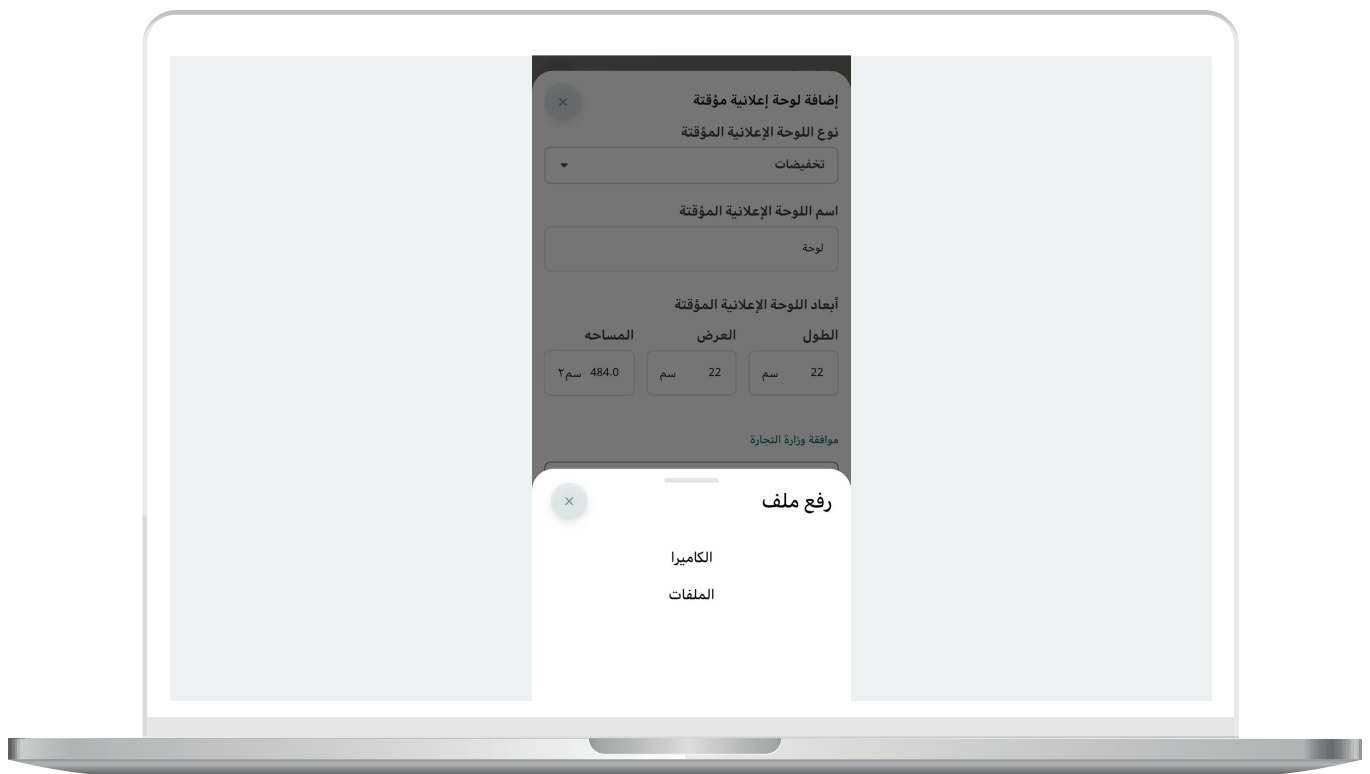
17) The user then enters the following field values: (**Temporary Sign Name, Temporary Sign Dimensions**).

If the selected sign type is (**Discounts**), a new field appears named (**Discount Percentage**).

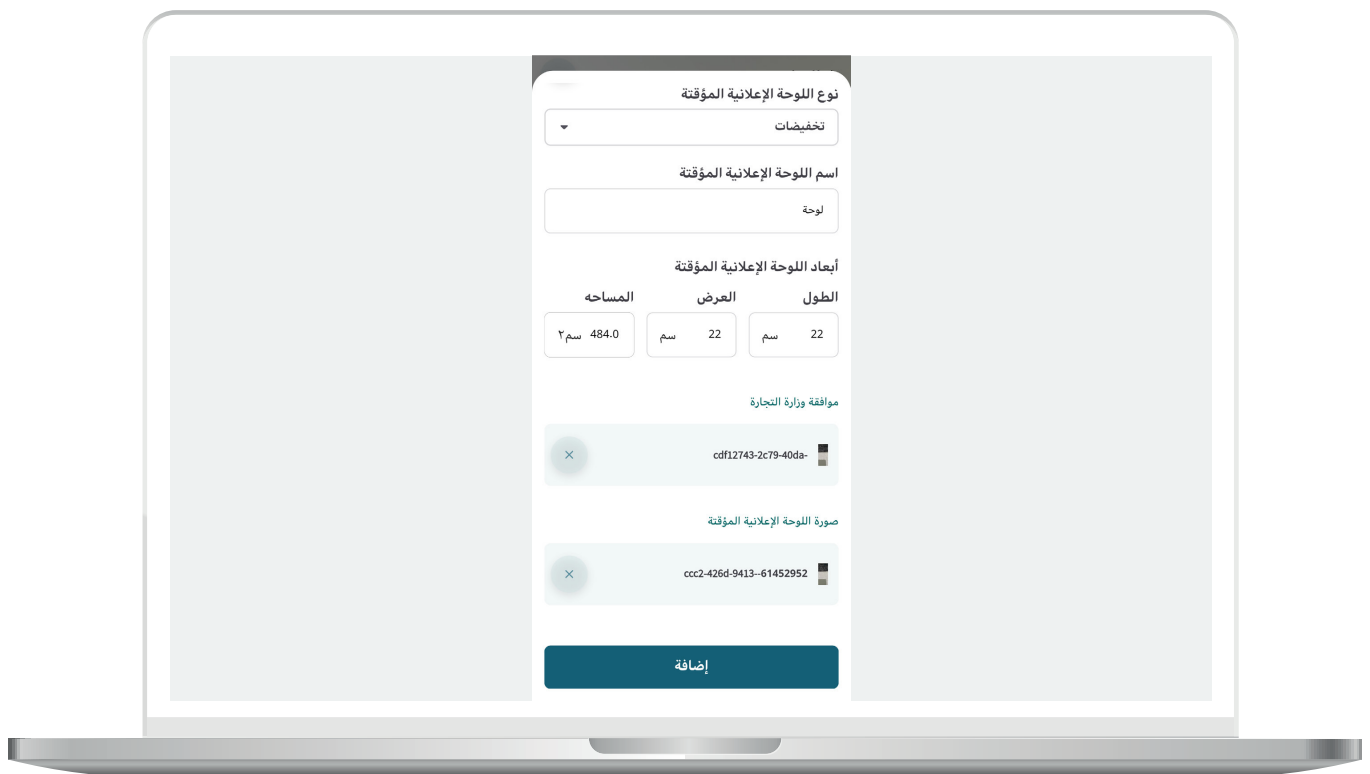
The user also needs to upload the following attachments: (**Ministry of Commerce Approval, Temporary Sign Image**) by tapping (**Attach File**) and then selecting the file from the device or taking a picture of the attachment using the camera.



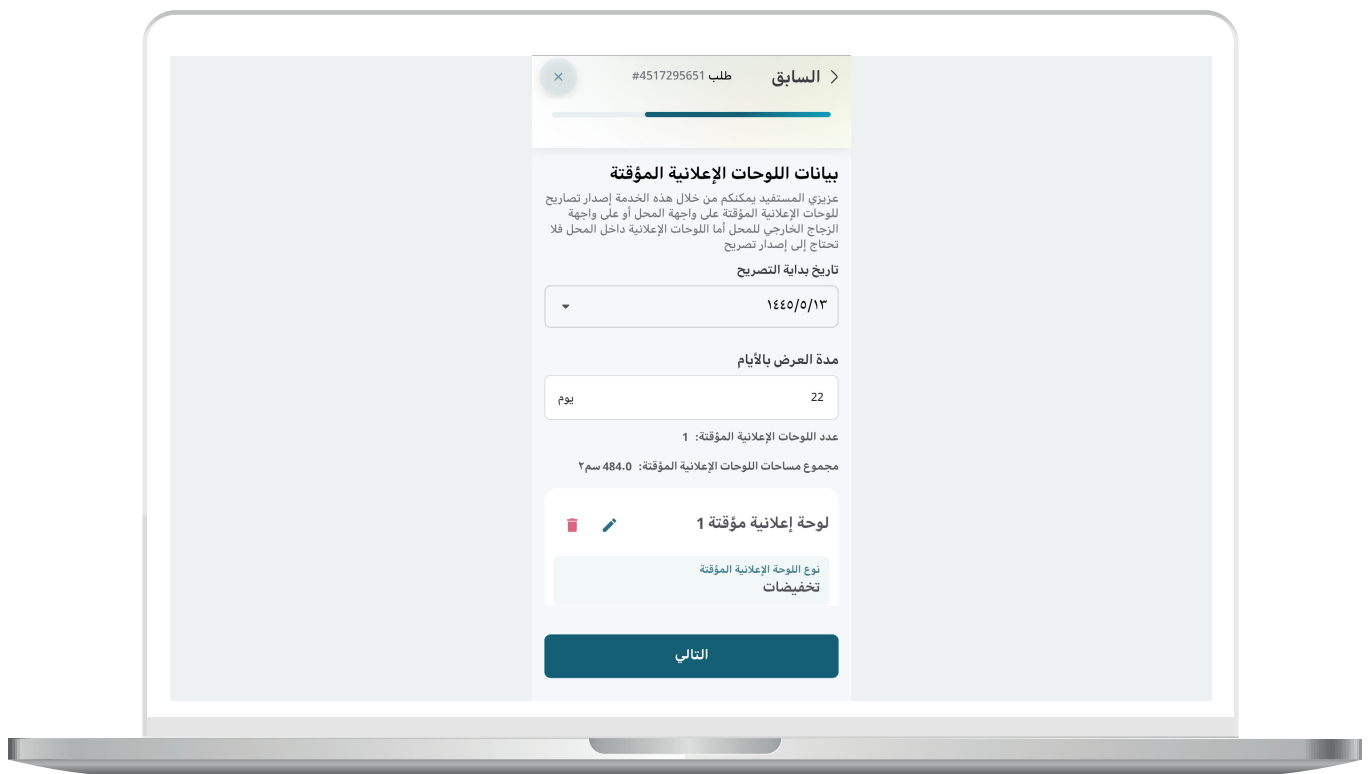
18) The options for uploading the attachment are either **(Camera)** or **(Files)**.



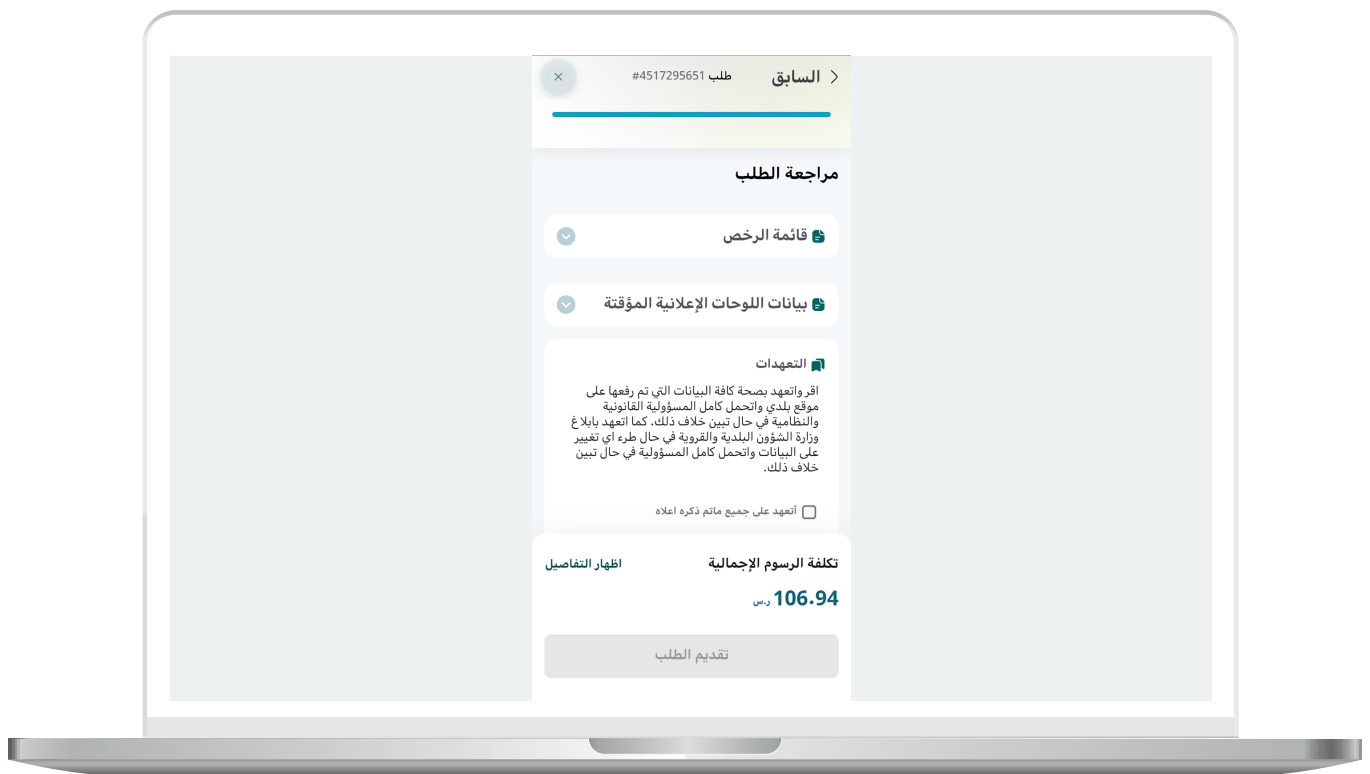
19) The user then taps (Add).



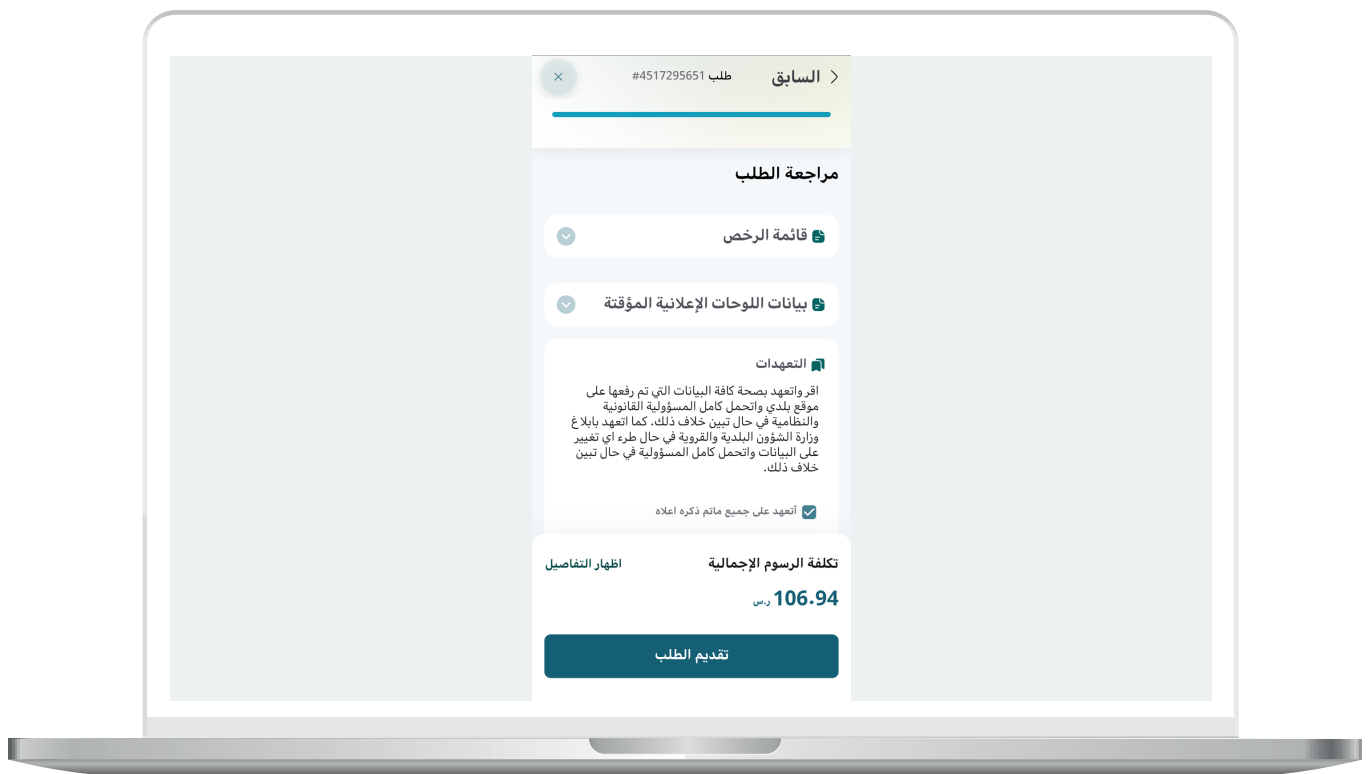
20) The user is then directed to the next screen and taps **(Next)**.



21) The user agrees to the declaration by selecting the acknowledgment checkbox.



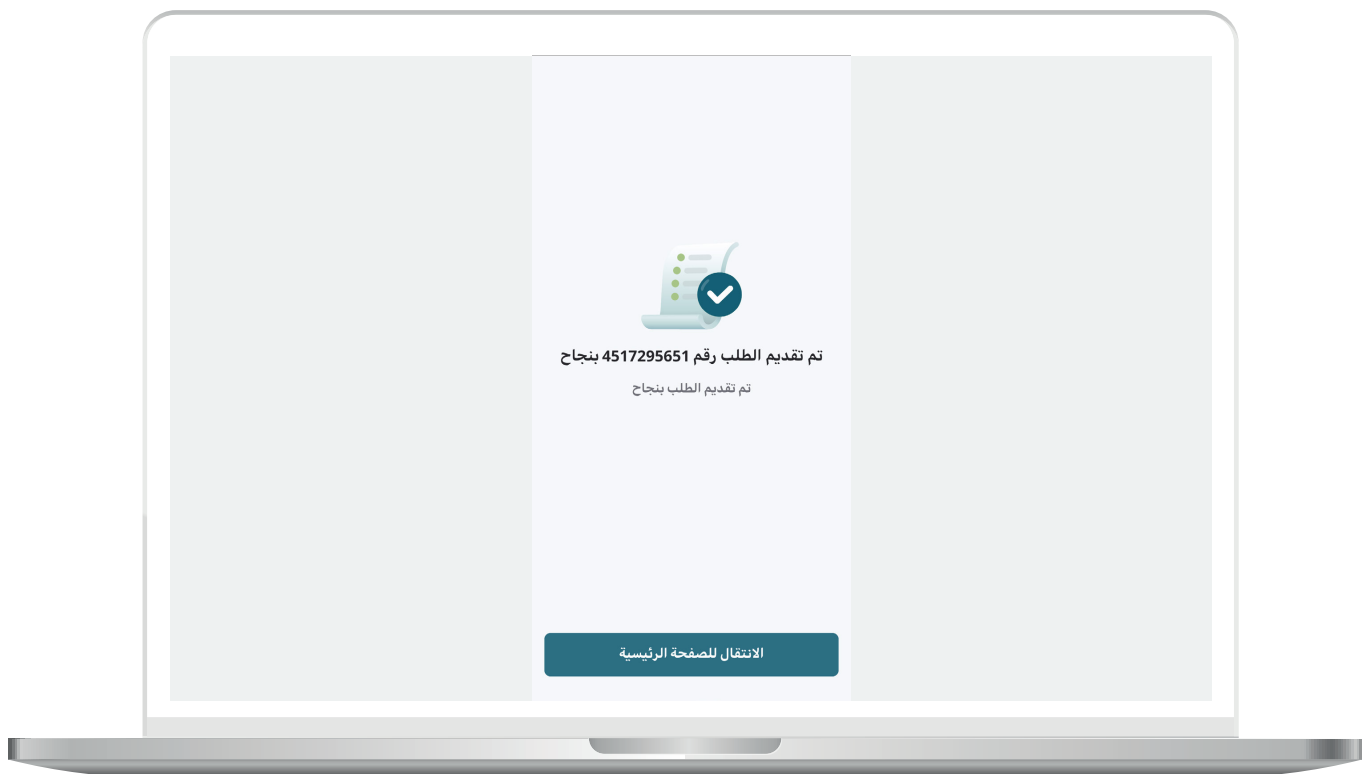
22) The app then activates the **(Submit Request)** button to the user to tap it.



23) The request is then submitted successfully, displaying the request number.

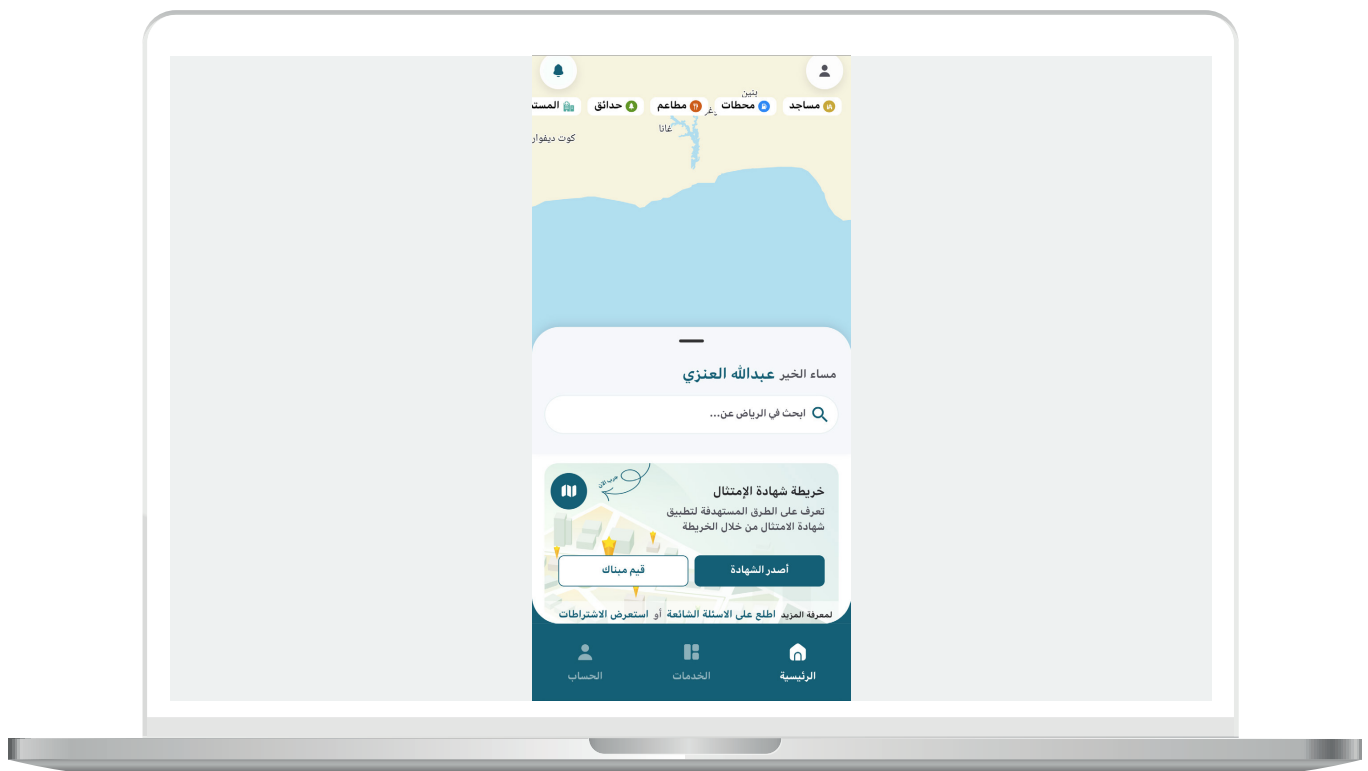
Note:

If the **(Request to Cancel a Commercial License)** is approved, the **(Temporary Sign Permit)** will be proactively canceled.

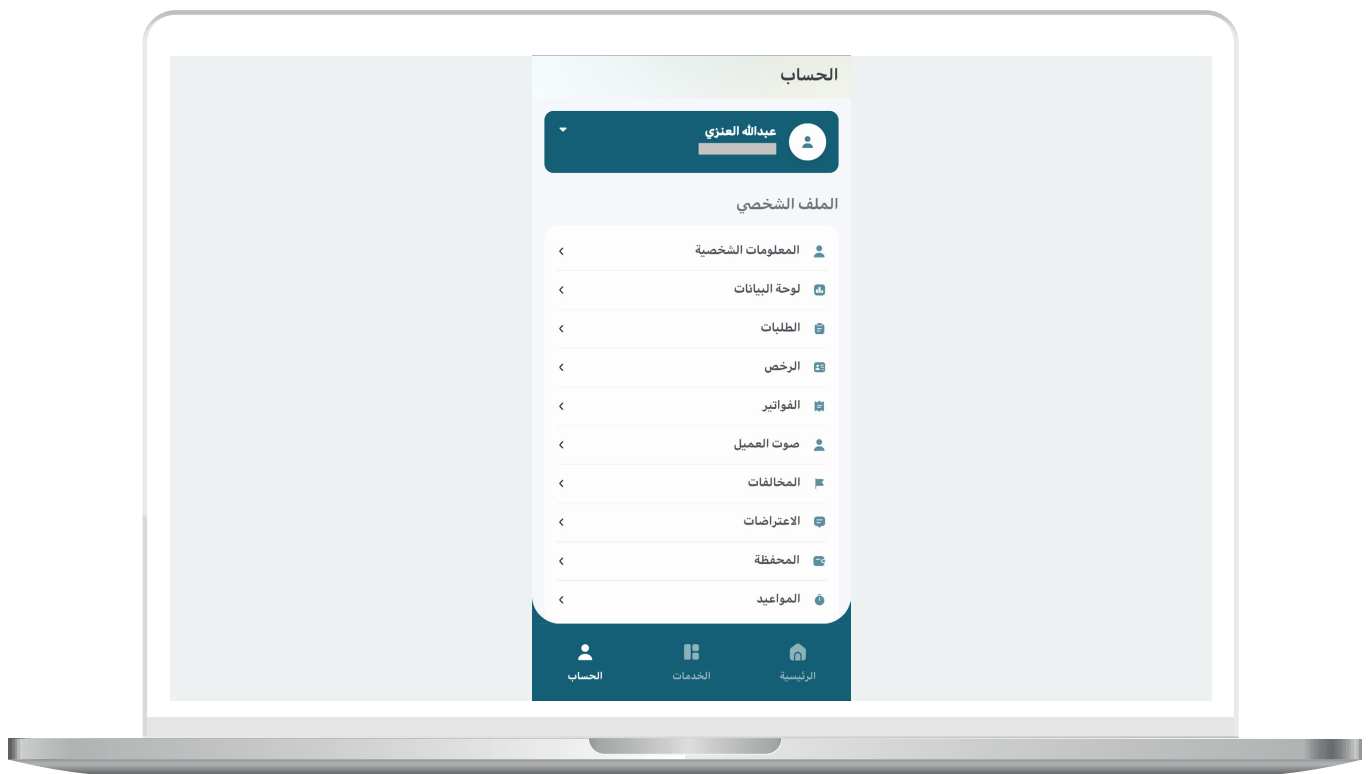


Temporary Sign Permit – Complex

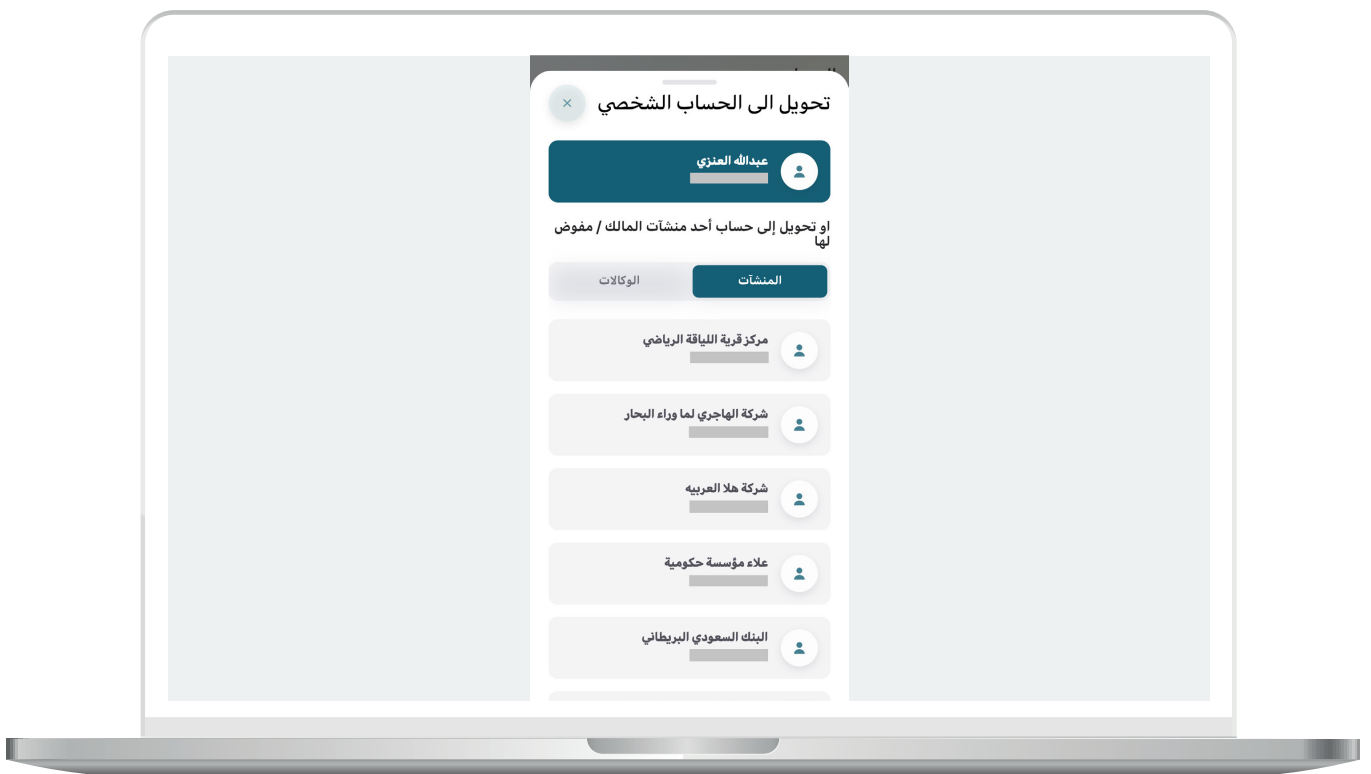
1) After opening the application, the Home Screen appears, as shown below. The user navigates to the **(Account)** section.



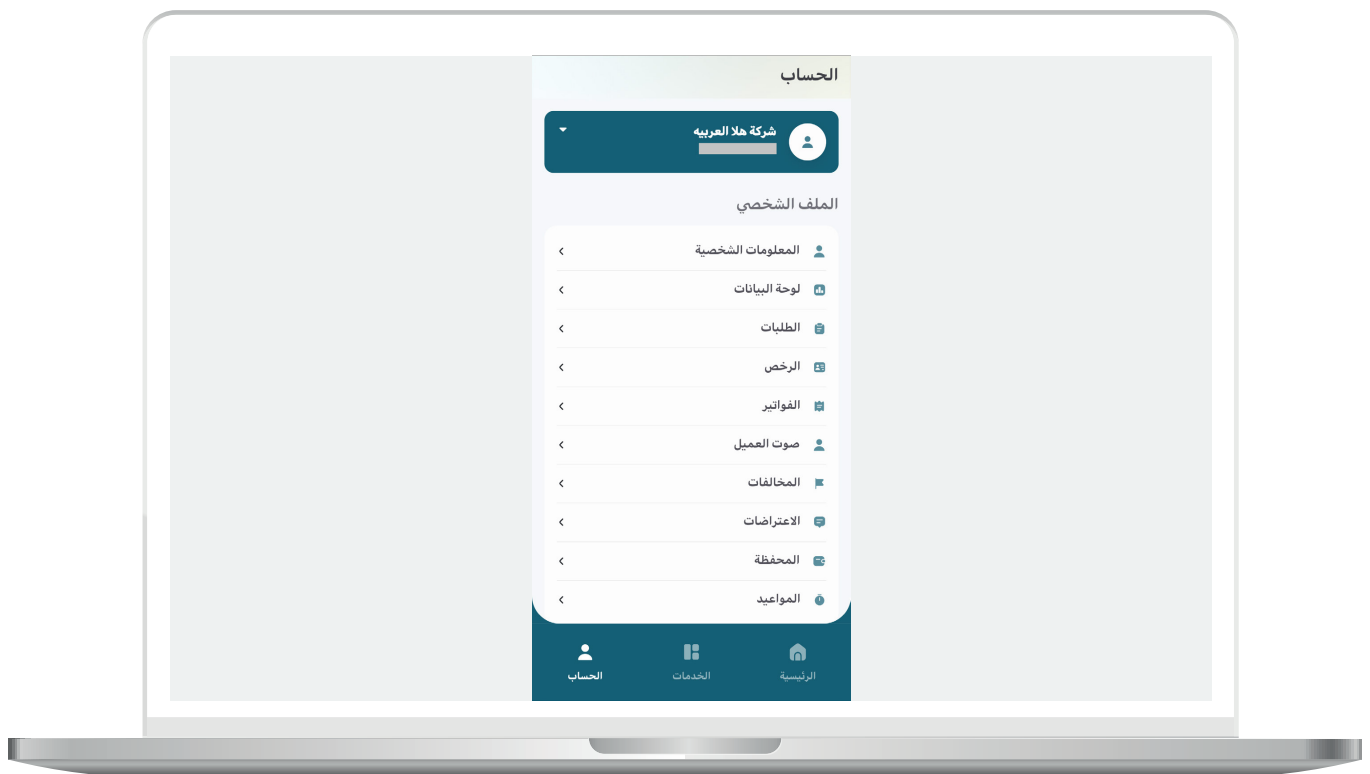
2) The user then taps on the username.



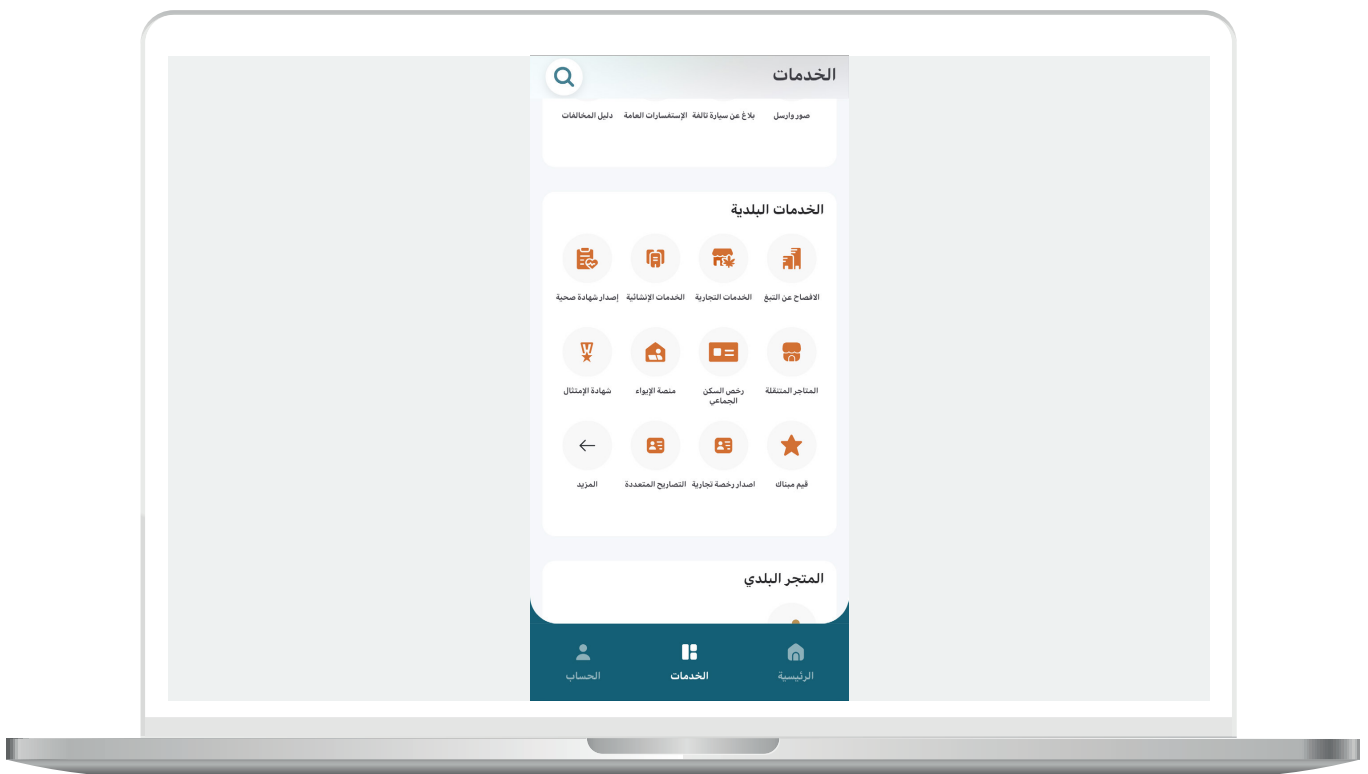
3) The user selects the establishment.



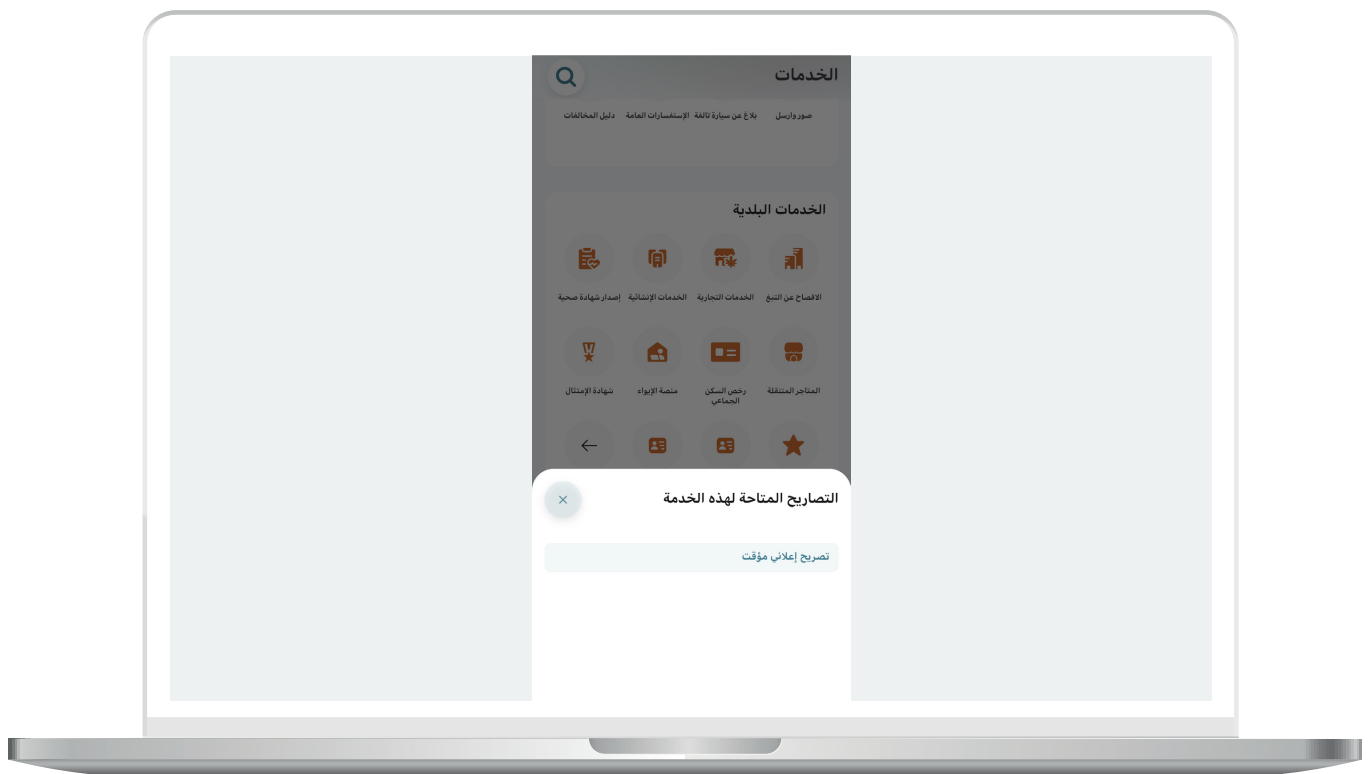
4) The user then taps on the **(Services)** section.



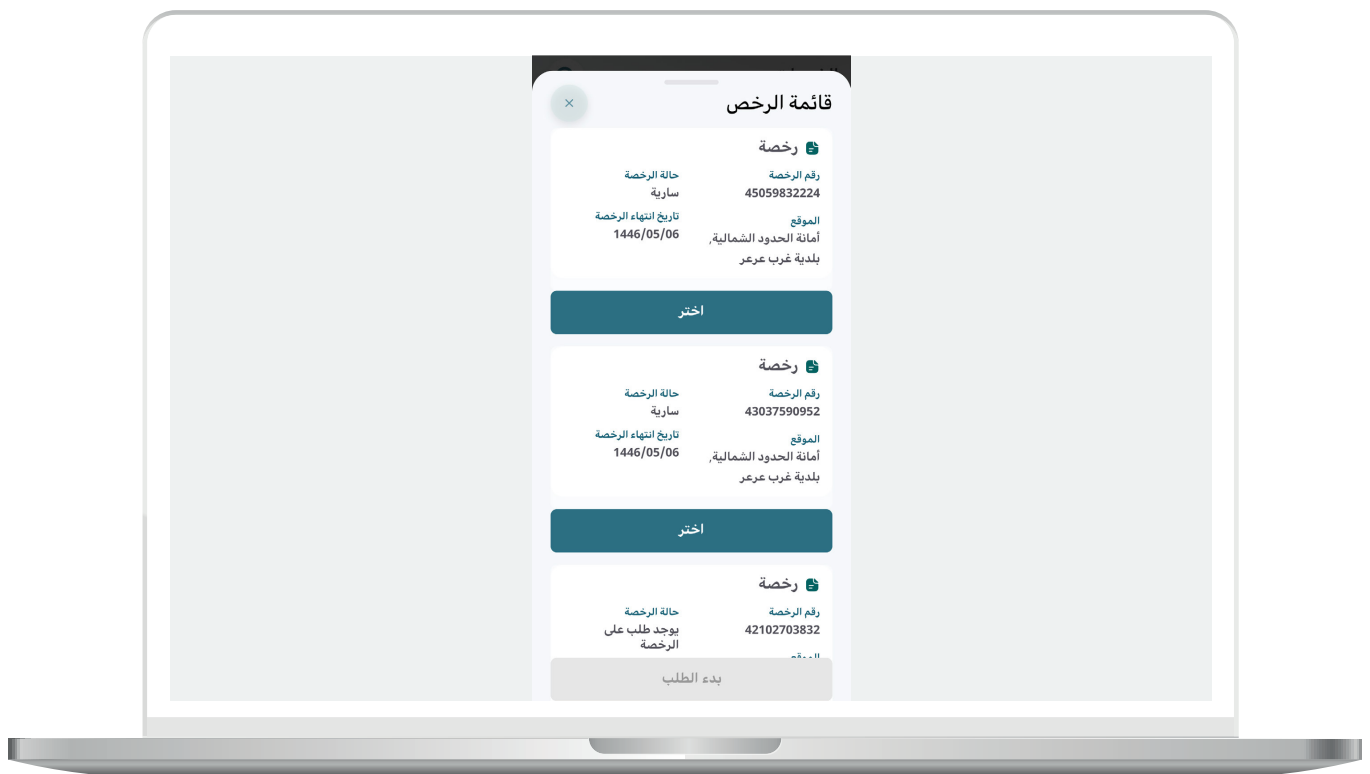
5) The user selects **(Multiple Permits)** service.



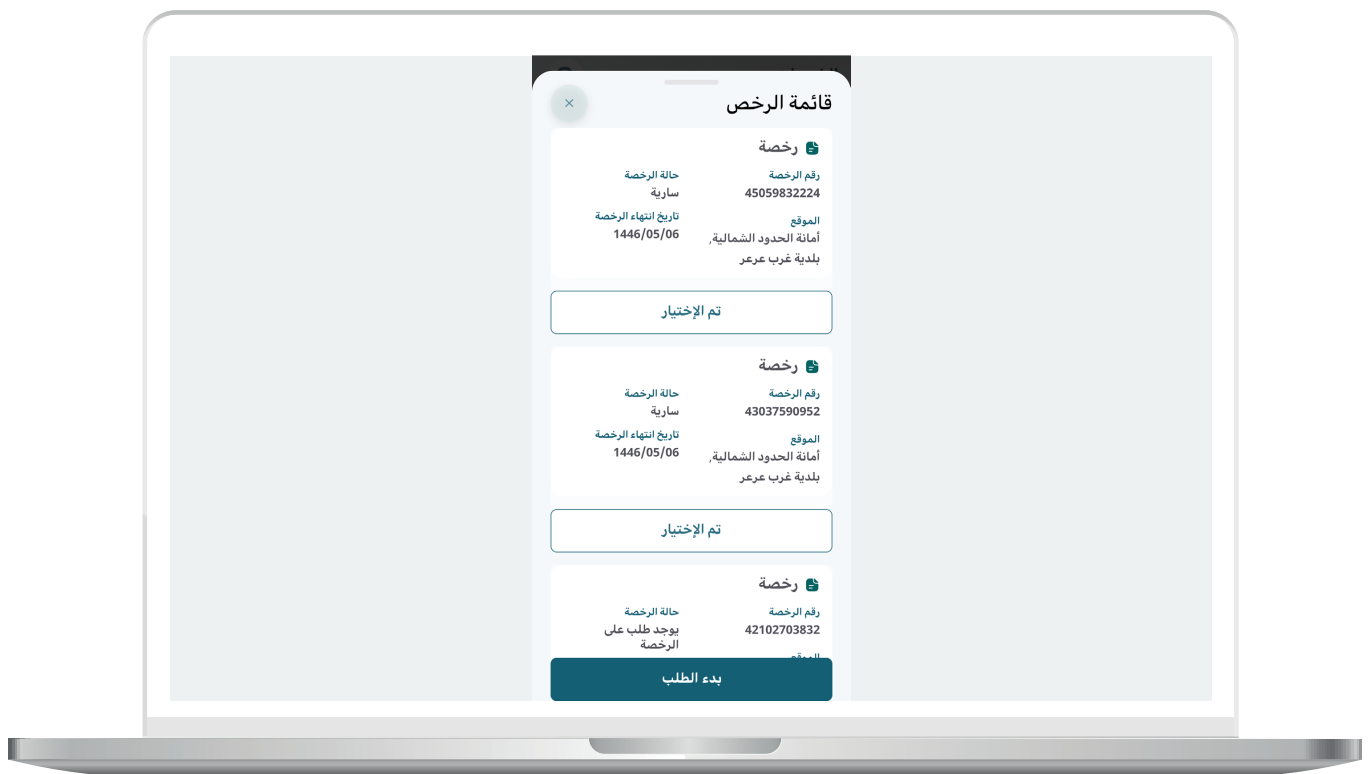
6) The user then selects (Temporary Sign Permit).



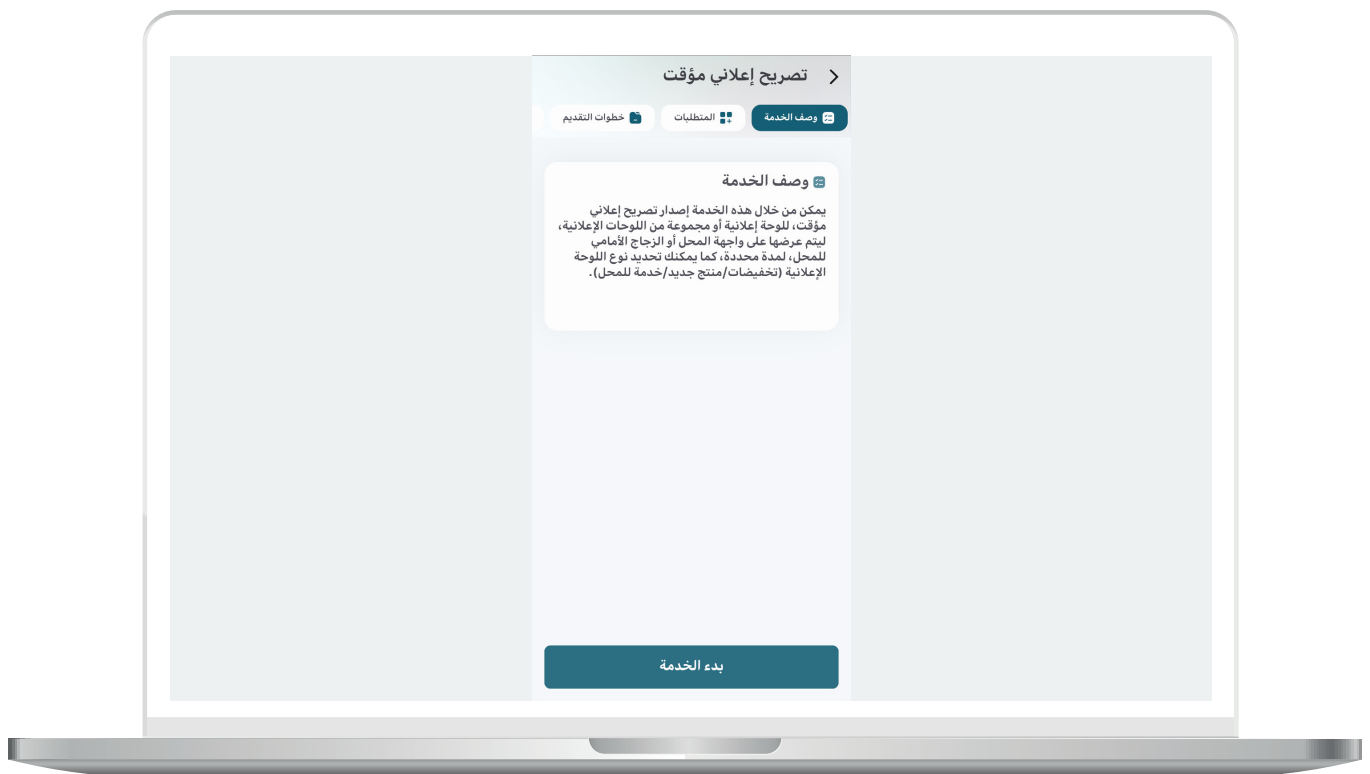
7) The user selects the license, with the option to select more than one license, by tapping **(Select)**.



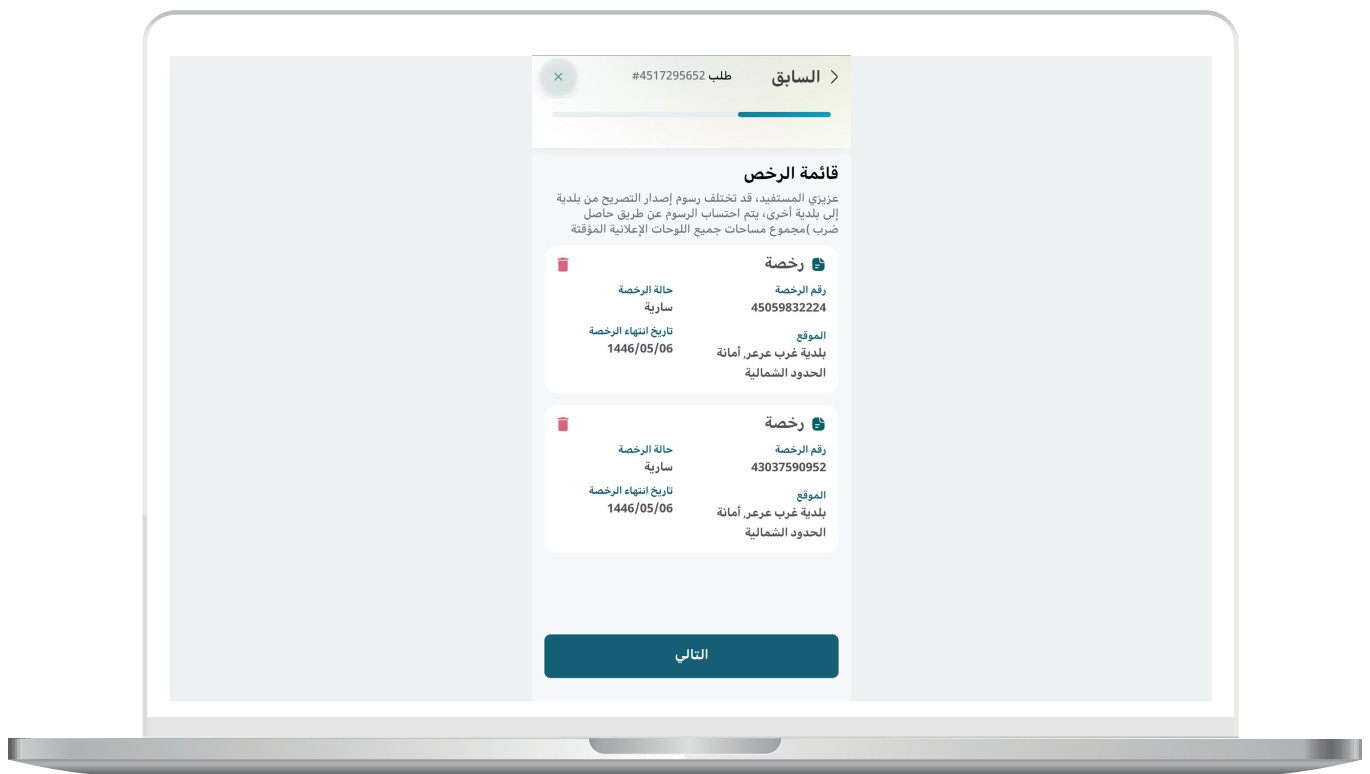
8) The user then taps (Start Request).



9) The user then taps (Start Service).



10) The user taps (Next).

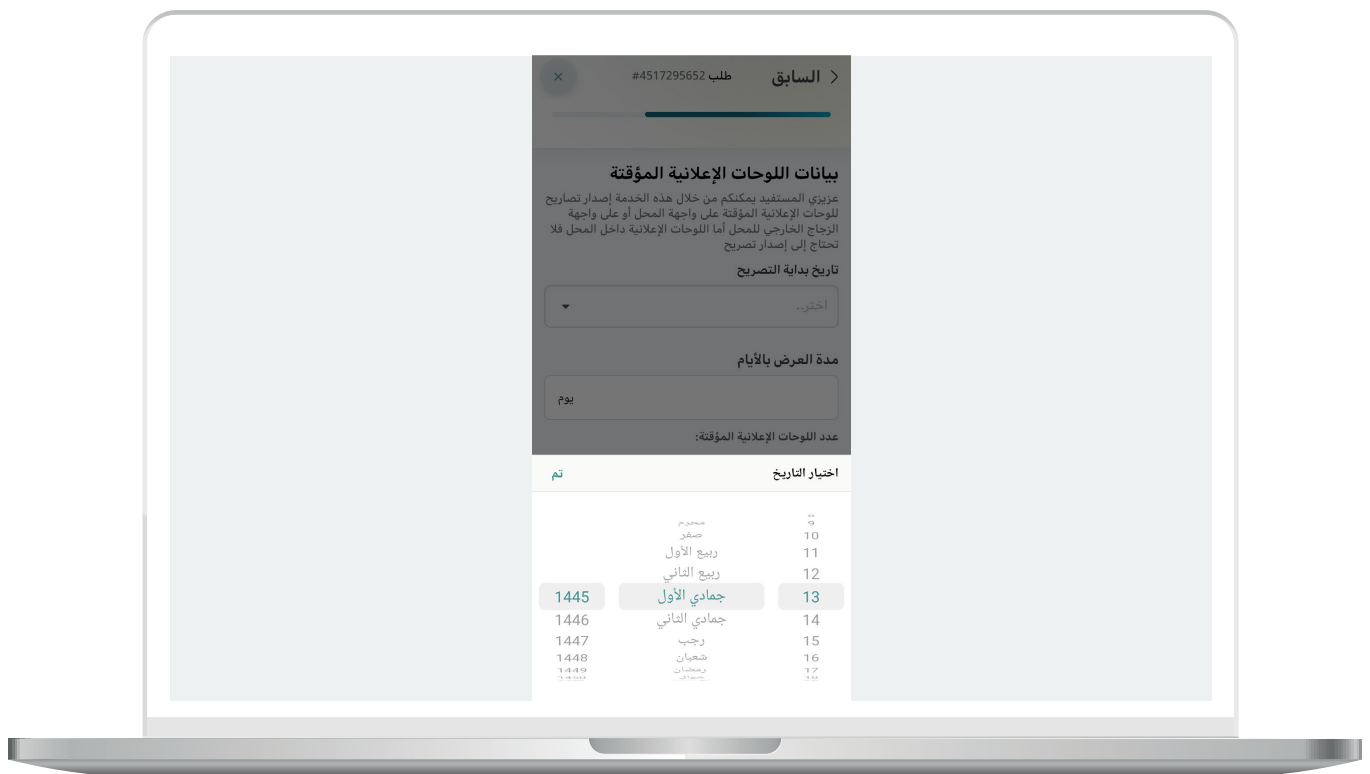


11) The user enters the required details for temporary advertising signs, including (**Permit Start Date, Display Duration in Days**).

The user adds the signs by tapping (**Add Temporary Sign**).

The screenshot shows a mobile application interface for adding temporary advertising signs. The screen is titled "السابق" (Previous) with a back arrow and a close button (X). Below the title, there is a progress bar and a section titled "بيانات اللوحات الاعلانية المؤقتة" (Temporary Advertising Signs Data). The text below the title explains that the user can use this service to issue temporary signs for outdoor advertising, but they need to provide a permit start date and duration. The form includes a dropdown menu for "تاريخ بداية التصريح" (Permit Start Date) with the placeholder "اختر..." (Choose...). Below this is a field for "مدة العرض بالأيام" (Duration in days) with the placeholder "يوم" (Day). A note states: "عدد اللوحات الاعلانية المؤقتة: مجموع مساحات اللوحات الاعلانية المؤقتة: 0.0 سم ٢" (Number of temporary advertising signs: Total area of temporary advertising signs: 0.0 cm²). At the bottom of the form is a button labeled "إضافة لوحة إعلانية مؤقتة" (Add temporary advertising sign). A "التالي" (Next) button is located at the very bottom of the screen.

12) The user selects (**Permit Start Date**) from the electronic calendar.



13) The user then enters the value for (Display Duration (in days)).

The image shows a laptop screen displaying a mobile application interface. The interface is in Arabic and is titled "السابق" (Previous) with a back arrow and a close button (X). Below the title, there is a progress bar and a text area explaining the purpose of the temporary advertising permit. The form includes a date picker set to 1440/05/13, a field for "مدة العرض بالأيام" (Display duration in days) with the value 22, and a button labeled "إضافة لوحة إعلانية مؤقتة" (Add temporary advertising board). At the bottom, there is a "التالي" (Next) button.

السابق > طلب #4517295652

بيانات اللوحات الإعلانية المؤقتة

عزيزي المستفيد يمكنك من خلال هذه الخدمة إصدار تصاريح للوحات الاعلانية المؤقتة على واجهة المحل أو على واجهة الزجاج الخارجي للمحل أما اللوحات الاعلانية داخل المحل فلا تحتاج إلى إصدار تصريح

تاريخ بداية التصريح

1440/05/13

مدة العرض بالأيام

22 يوم

عدد اللوحات الاعلانية المؤقتة: مجموع مساحات اللوحات الاعلانية المؤقتة: 0.0 سم²

إضافة لوحة إعلانية مؤقتة

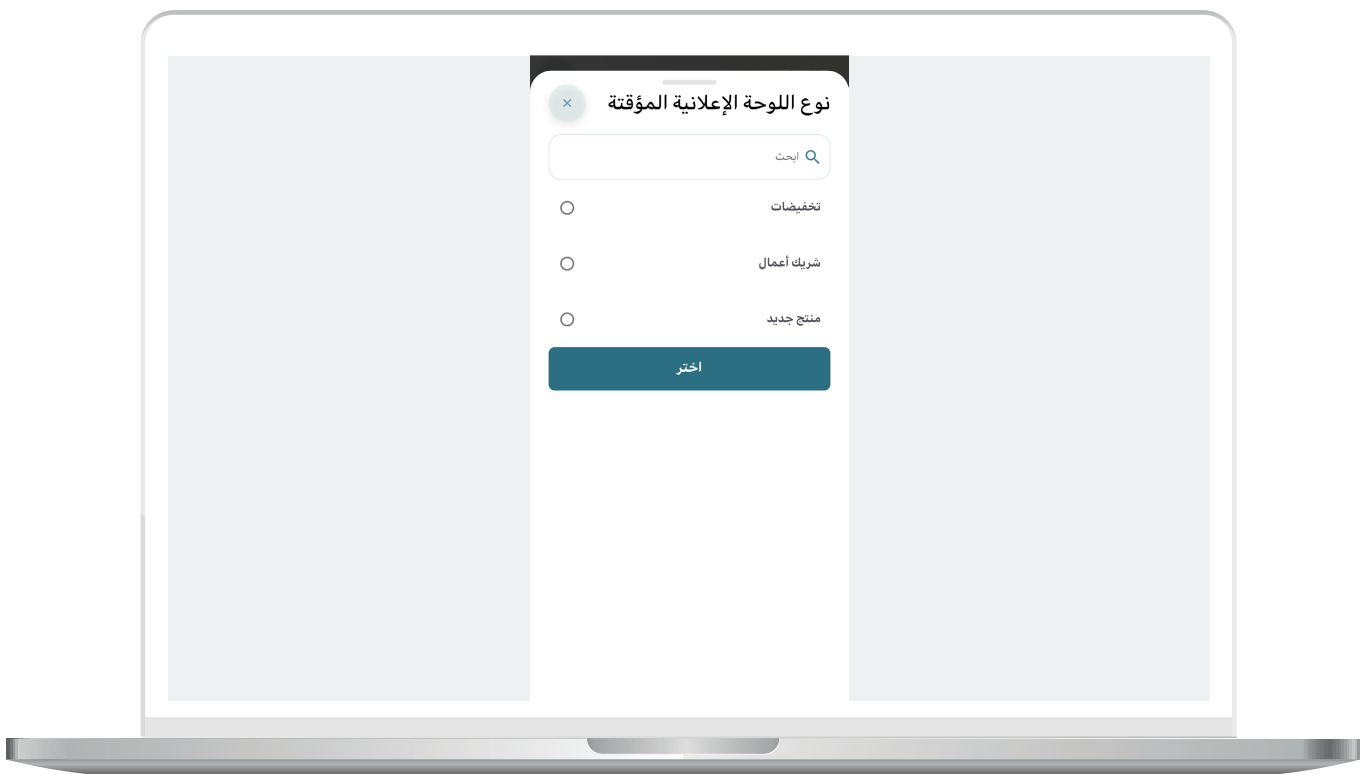
التالي

14) After tapping **(Add Temporary Sign)**, the next screen appears, where the user fills in the required fields.

The image shows a laptop screen displaying a mobile application interface. The interface is a form for adding a temporary sign. The form is titled "إضافة لوحة إعلانية مؤقتة" (Add Temporary Sign) and includes the following fields:

- نوع اللوحة الإعلانية المؤقتة** (Temporary Advertising Sign Type): A dropdown menu with the option "اختر" (Select).
- اسم اللوحة الإعلانية المؤقتة** (Temporary Advertising Sign Name): A text input field.
- أبعاد اللوحة الإعلانية المؤقتة** (Temporary Advertising Sign Dimensions): Three input fields for "المساحة" (Area), "العرض" (Width), and "الطول" (Length). The "المساحة" field has a value of "٢ سم" (2 cm).
- إضافة** (Add): A button at the bottom of the form.

15) The user selects the value for **(Temporary Sign Type)** from the electronic calendar. The next screen appears, allowing the user to select the type of sign and then tap **(Select)**.



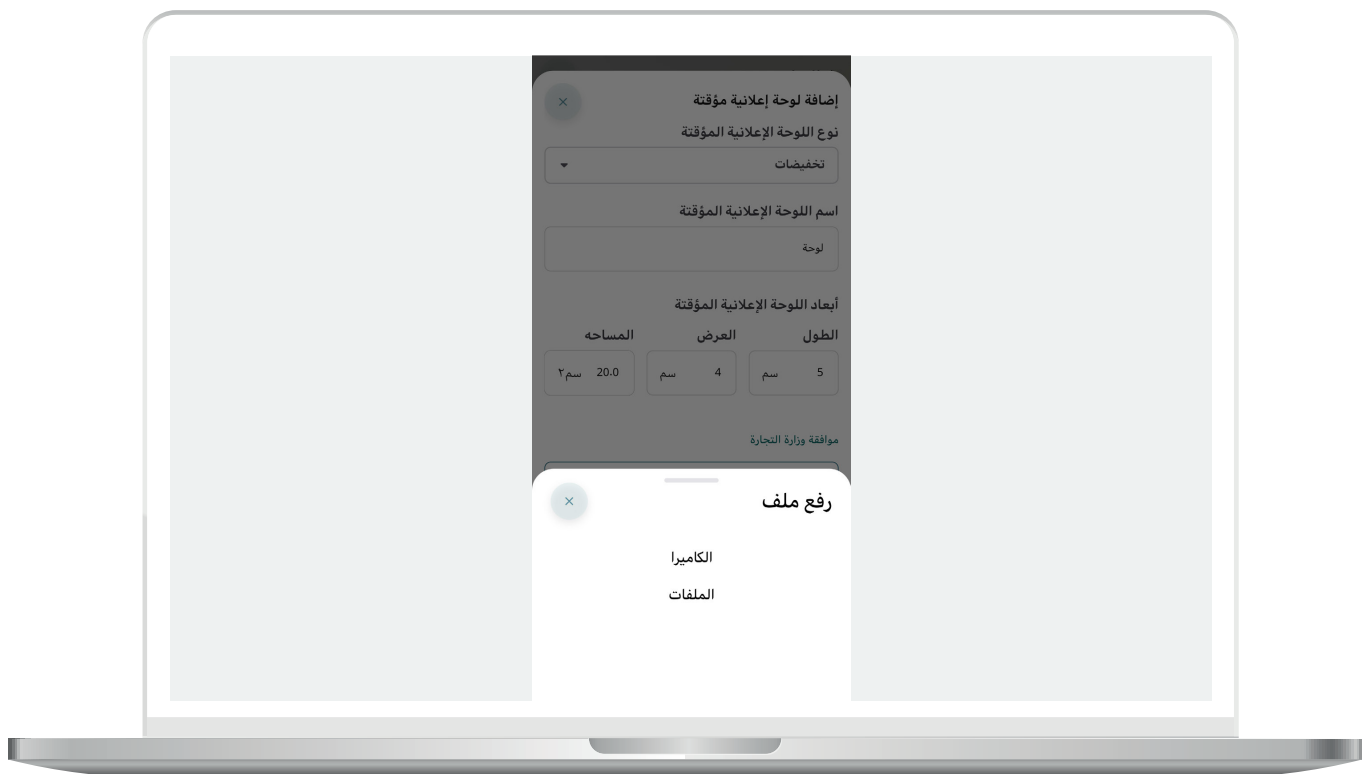
16) The user then enters the following field values: (**Temporary Sign Name, Temporary Sign Dimensions**).

The user also needs to upload the following attachments: (**Ministry of Commerce Approval, Temporary Sign Image**) by tapping (**Attach File**) and then selecting the file from the device or taking a picture of the attachment using the camera.

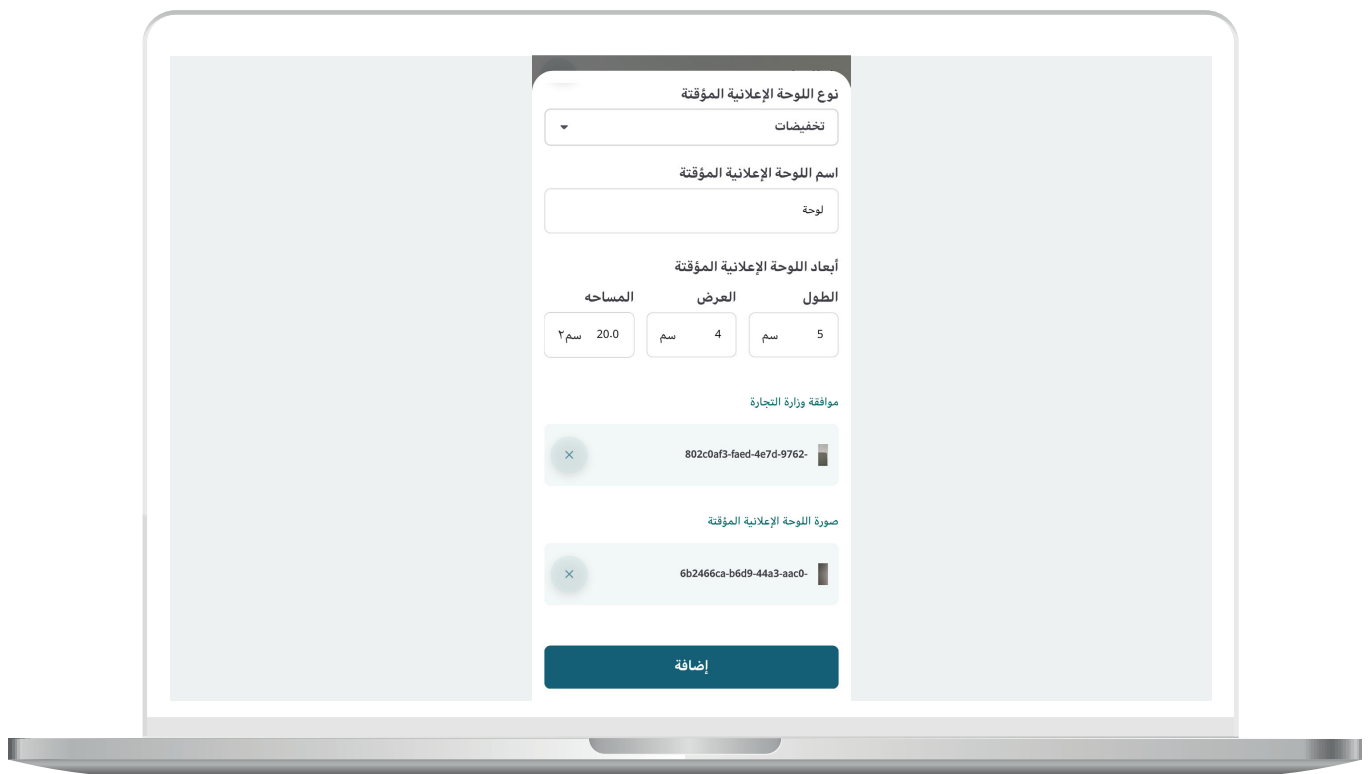
The screenshot shows a mobile application interface for adding a temporary sign. The form is titled 'إضافة لوحة إعلانية مؤقتة' (Add Temporary Sign) and includes the following fields and options:

- نوع اللوحة الإعلانية المؤقتة** (Temporary Sign Type): A dropdown menu with the selected option 'تخفيضات' (Discounts).
- اسم اللوحة الإعلانية المؤقتة** (Temporary Sign Name): A text input field with the placeholder 'لوحة' (Sign).
- أبعاد اللوحة الإعلانية المؤقتة** (Temporary Sign Dimensions): Three input fields for dimensions:
 - المساحة** (Area): 20.0 سم² (cm²).
 - العرض** (Width): 4 سم (cm).
 - الطول** (Length): 5 سم (cm).
- موافقة وزارة التجارة** (Ministry of Commerce Approval): A button labeled 'إرفاق ملف' (Attach File).
- صورة اللوحة الإعلانية المؤقتة** (Temporary Sign Image): A button labeled 'إرفاق ملف' (Attach File).
- إضافة** (Add): A button at the bottom of the form.

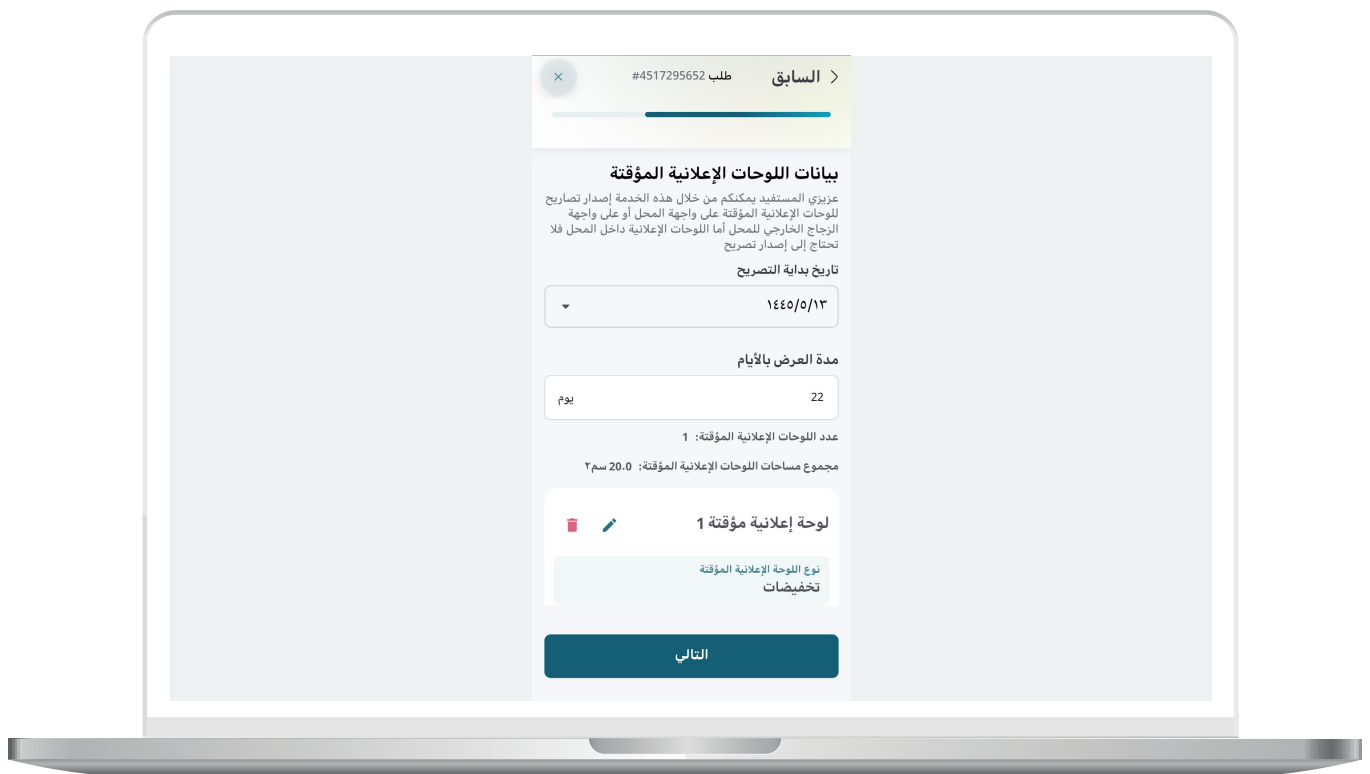
17) The options for uploading the attachment are either **(Camera)** or **(Files)**.



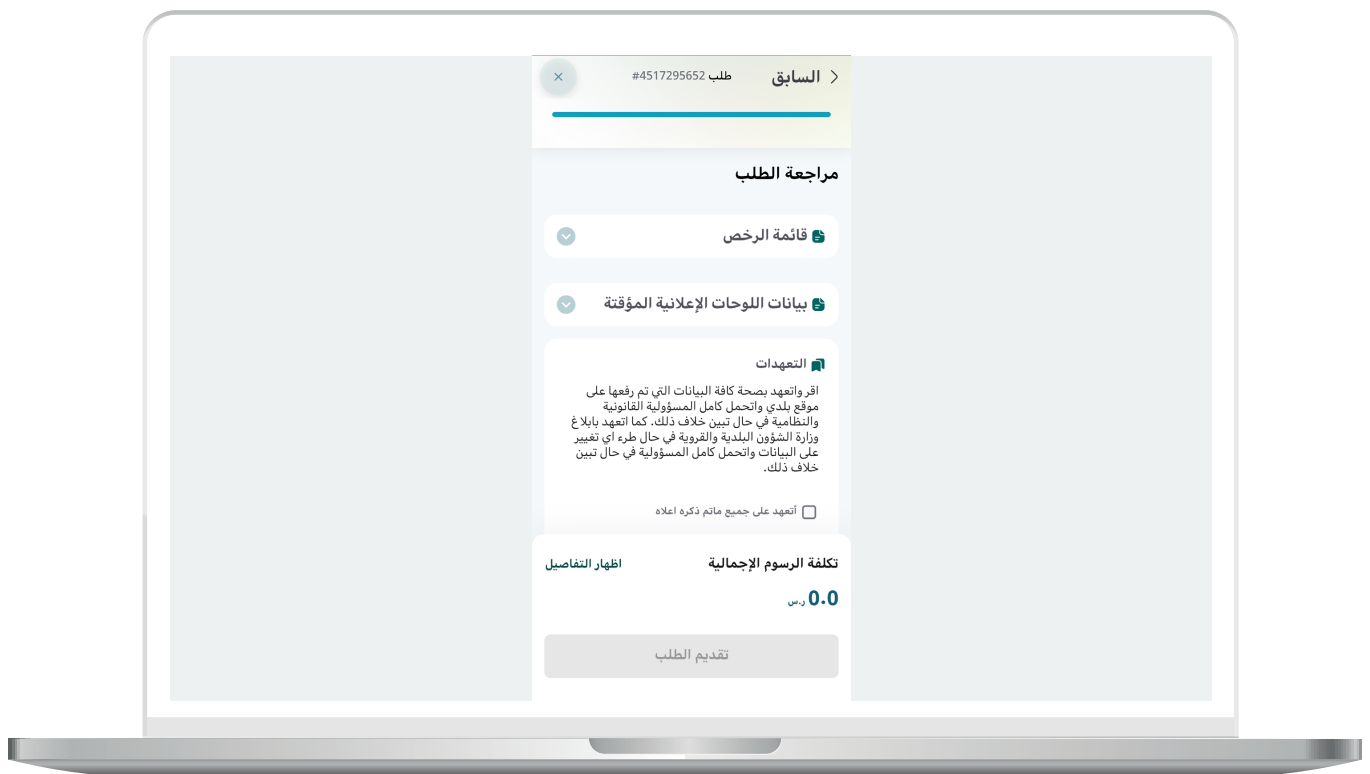
18) The user then taps (Add).



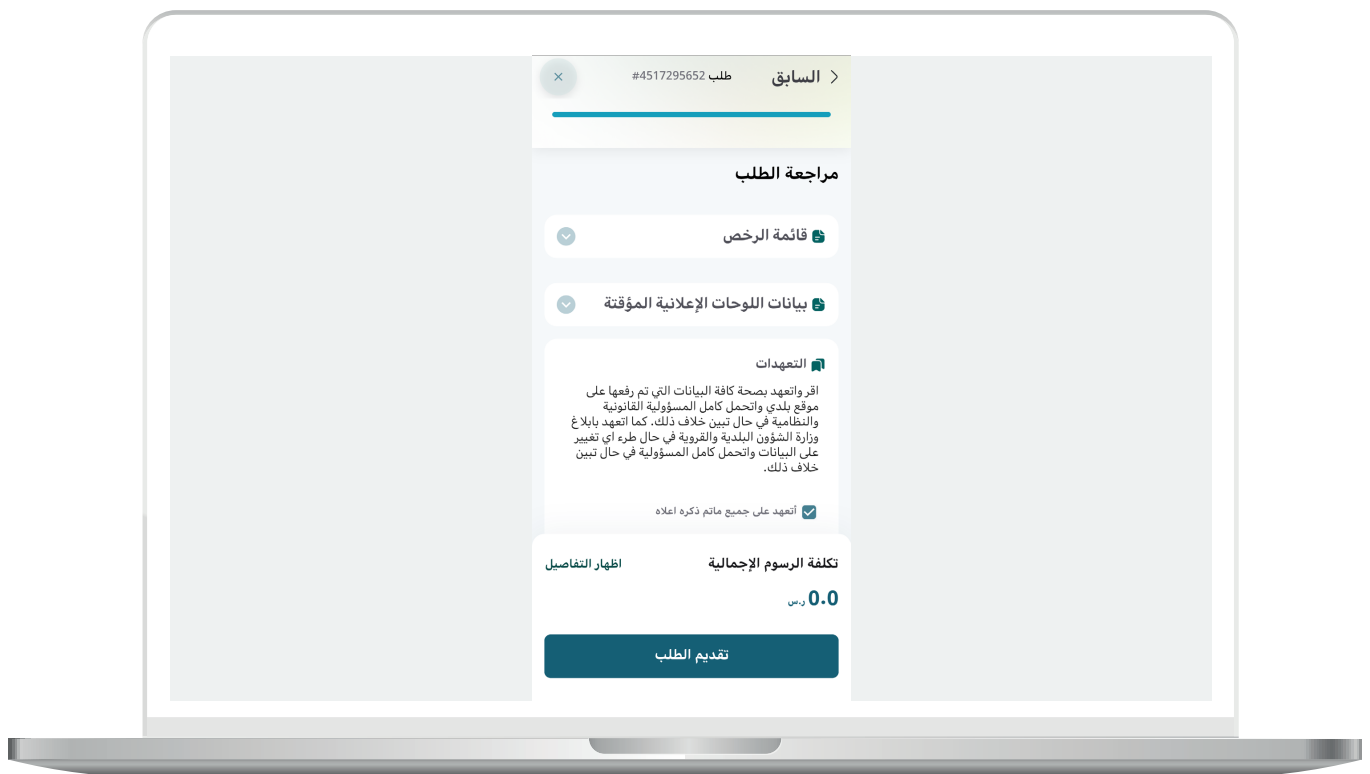
19) The user is then directed to the next screen and taps (Next).



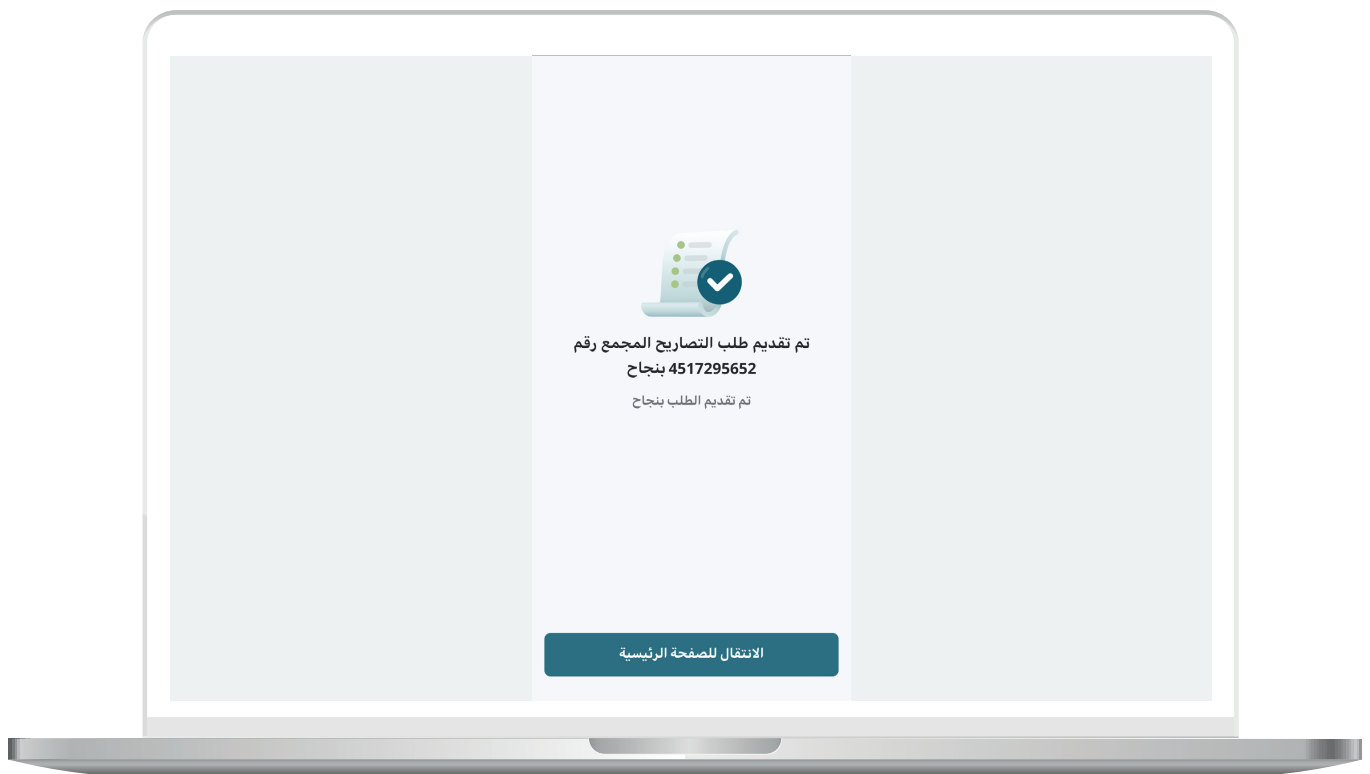
20) The user agrees to the declaration by selecting the acknowledgment checkbox.



21) The app then activates the **(Submit Request)** button to the user to tap it.



22) The request is then submitted successfully, displaying the request number.



 | 199040 Direct Contact Number

 | @Balady_CS Customer Service

