ضريبة
Dhareeba
tax portal

الهيئة العامة للضرائب
General Tax Authority
State of Qatar • دولة قطر

User Manual

GTA API Portal
User On-Boarding Guide

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01

Overview

01 | Overview

The GTA API Developer Portal enables approved users to:

- Discover available APIs
- Register and manage applications
- Subscribe to APIs
- Test APIs securely

This guide provides step-by-step instructions for onboarding and getting started with the platform.

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02

Access Information

02 | Access Information

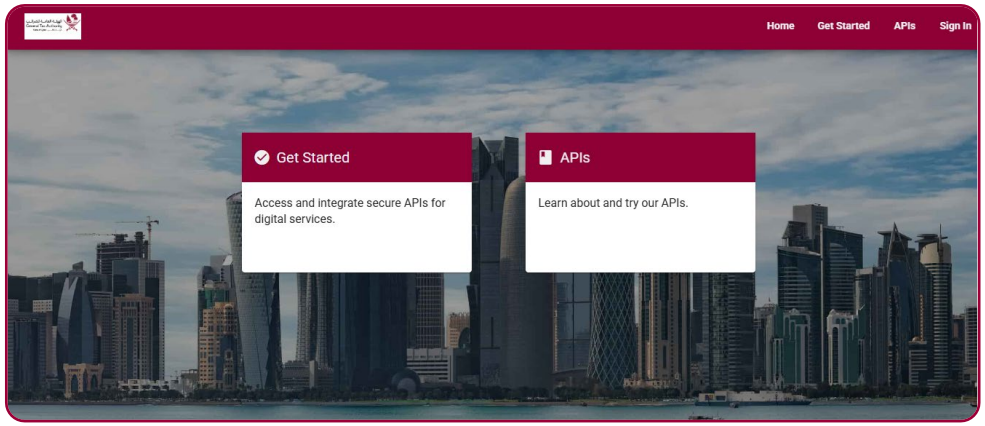
Item	Item
Non-Prod GTA Developer Portal URL	https://prj-gta-apigee-pre-01-gtadeveloperportal.apigee.io/
Prod GTA Developer Portal URL	https://prj-gta-apigee-prd-01-gtadeveloperportal.apigee.io
Support Contact Email ID	mashraftp@gta.gov.qa

Internal داخلي

03

Onboarding Process (Quick Summary)

03 | Onboarding Process (Quick Summary)



The onboarding process consists of three key steps:

1. Create and verify your account
2. Create an application and request API access
3. Test APIs using the portal tools

To access the GTA Developer Portal, please use the URLs provided in the table. Select the appropriate environment (Non-Production or Production) based on your access requirements.

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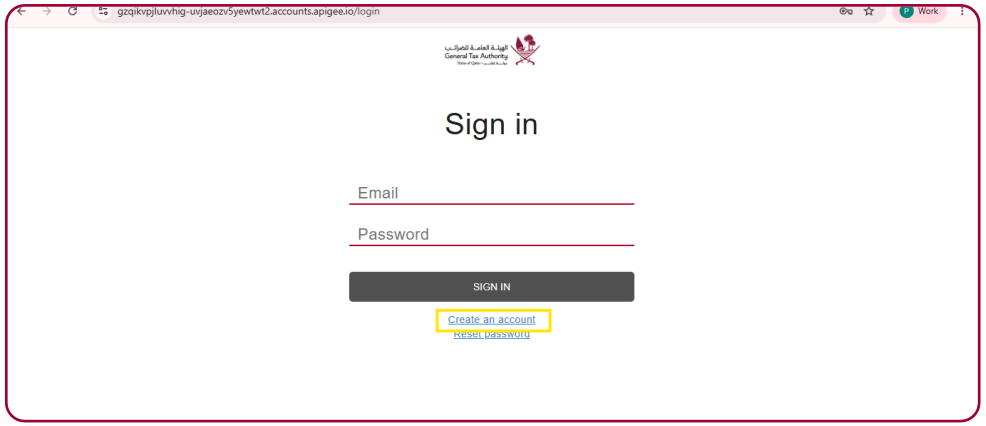
04

Step 1: Account Registration

4.1 | Create a New Account



- Click **Sign In.**
- If New user, click **Create Account** and follow prompts to register.

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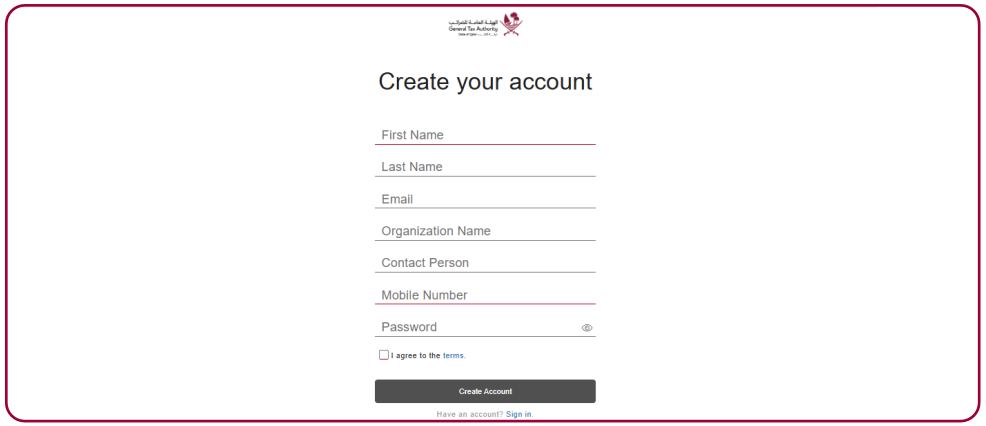
4.2 | Enter the Required Information



Provide accurate details during registration:

- First Name
- Last Name
- Email Address (official/business email)
- Organization Name
- Contact Person (Primary onboarding contact)
- Mobile Number
- Password

Accept the Terms and Conditions to proceed.

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4.3 Verify for Email

- A verification email will be sent to the registered address
- Click the activation link to activate your account

If not received:

- Check Spam/Junk folder
- Use Resend Verification Link

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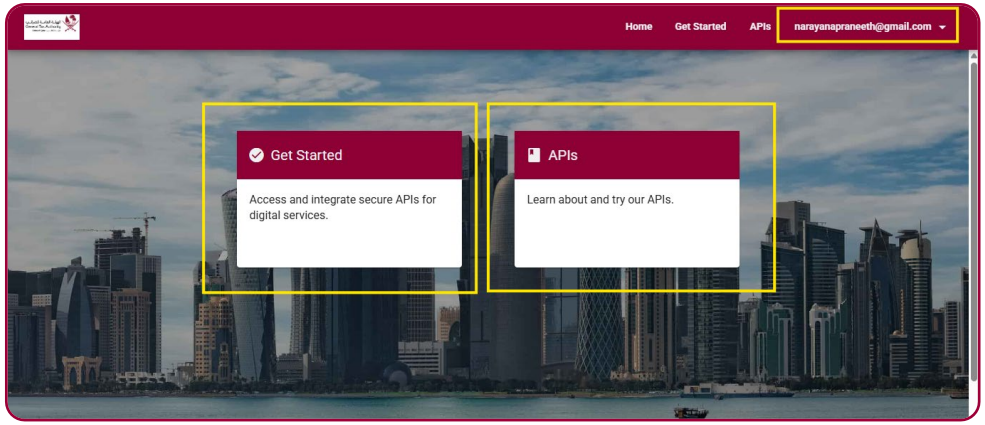
4.4 | Sign In



Provide accurate details during registration:

- Go to the portal login page
- Enter credentials
- Click Sign In

After a successful login, you will be redirected to the dashboard, where you can manage APIs and applications.

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4.5 Troubleshooting

Issue	Action
Account not activated	Contact Support
Unable to login	Verify credentials / reset password
No API access	Ensure the application is created and approved

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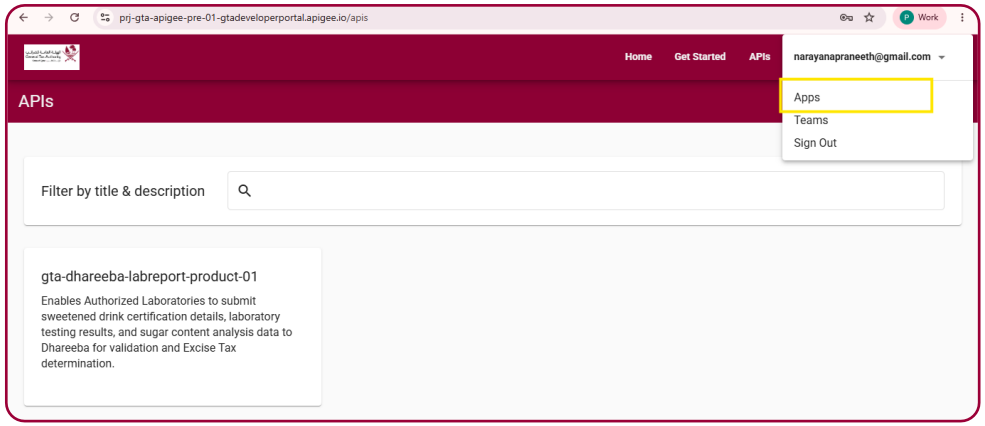
05

Step 2: Create Application & Request API Access

5.1 | Create an Application



- Open the user profile menu
- Navigate to Apps
- Click Create New App

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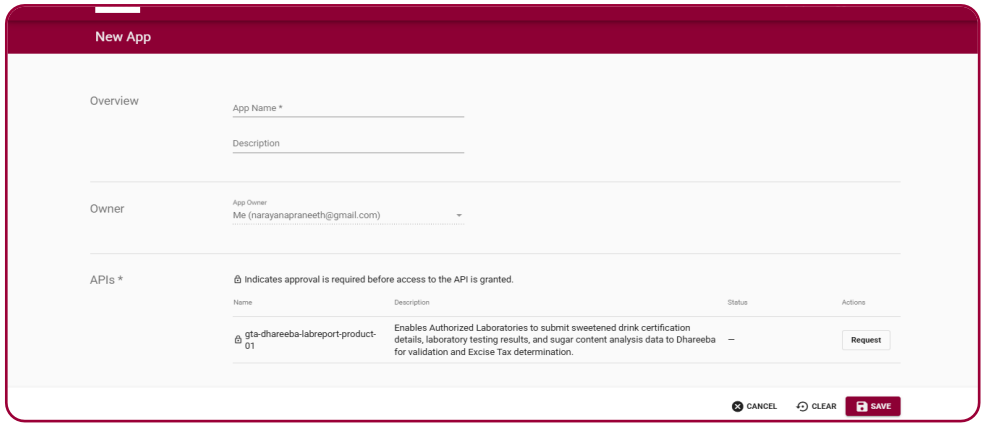
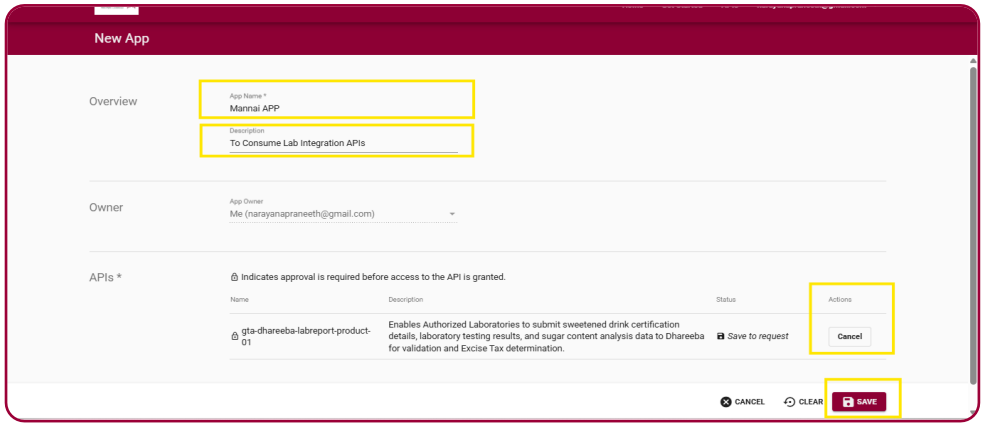
5.2 Enter Application Details





- **Application Name:** Full Organization Name
- **Description:**(Optional) Describe use case
- **App Owner:** Auto-populated (verify correctness)

- **Click Request** next to the API you would like to access.
- After selecting the required APIs, **Click Save** to create the application.

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5.3 Submit Access Request to GTA

After creating the application, send the required details to support over email:

- Organization Name
- Application Name
- Registered Email Address
- Portal Access Source IP Addresses (the IP addresses from which you will access the GTA Developer Portal)
- API Testing Source IP Addresses (the IP addresses from which API requests will be sent)
- IP Range / CIDR Blocks (if applicable)

The GTA admin team will review the request and whitelist the provided IP addresses as required. Once the IPs are configured and the API subscription is approved, the API key will be activated, and API access will be enabled.

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5.4 Approval Lifecycle

Stage	Description
Submitted	Application and API request created
Under Review	GTA validates details and IPs
Approved	API access granted
Activated	API key enabled

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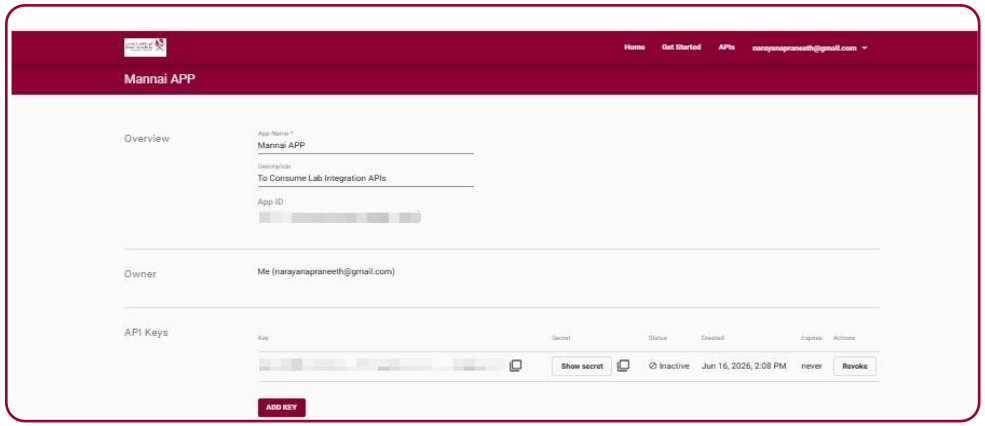
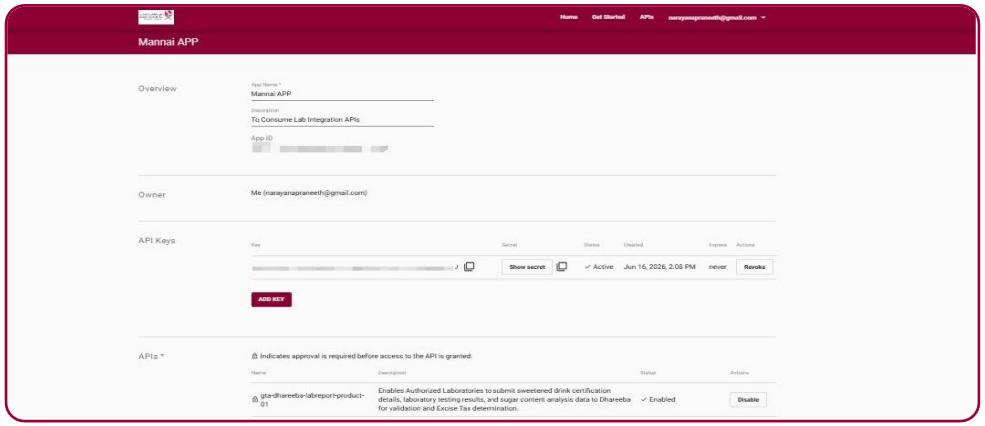
5.4| Approval Lifecycle



- **Before Approval**



- **After Approval**

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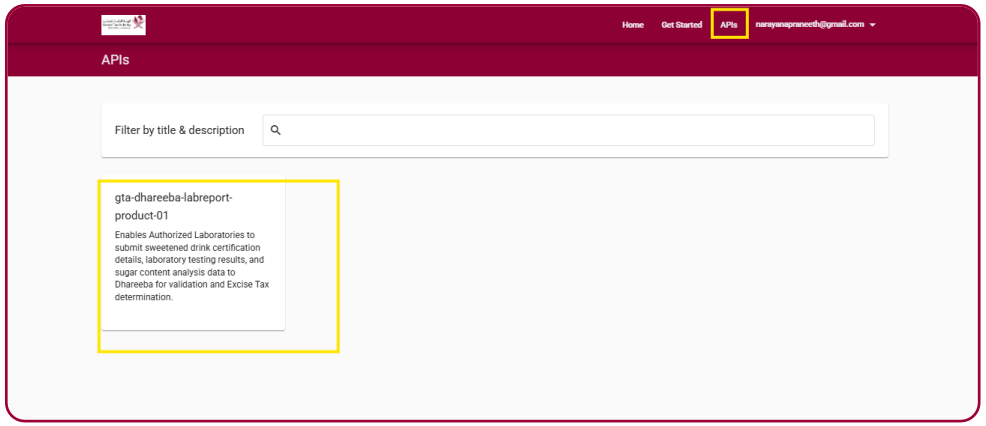
Step 3: Test API Access

6.1 | Navigate to APIS



Once your API subscription has been approved and the application status is active, you can test the API directly from the Developer Portal using the **Try It Out** feature.

- Navigate to the APIs section of the Developer Portal.
- Select the API that has been enabled for your application.

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6.2 | Review API Documentation

Check:

- Endpoints
- Request parameters
- Response formats

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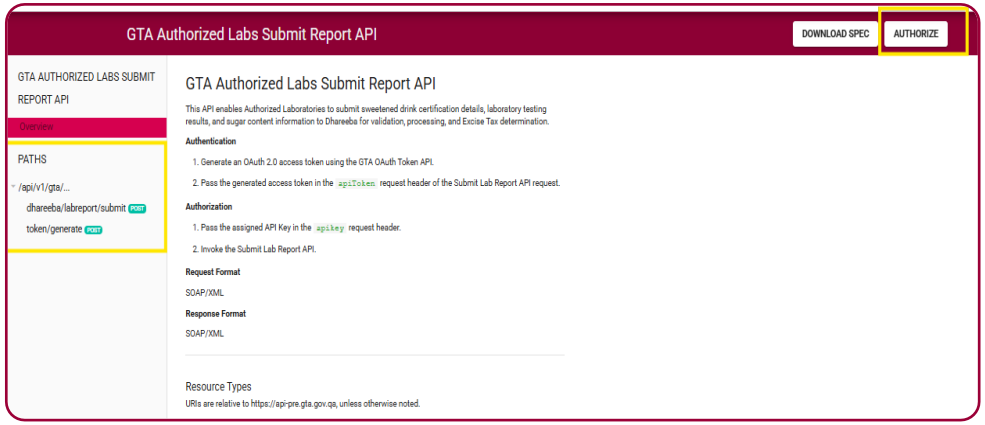
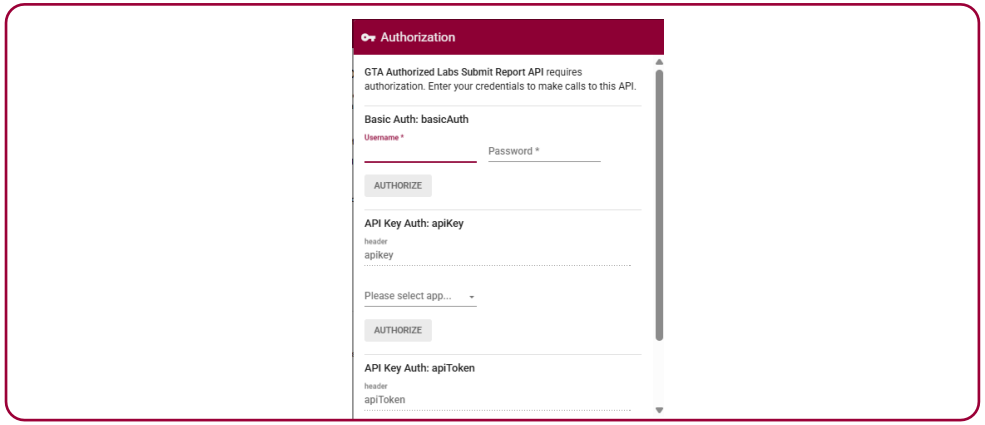
6.3 | Authenticate





- Click Authorize to authenticate your API requests.
- API Key Authentication
  - API Key = Application ID

- Basic Authentication
  - Username = Application ID
  - Password = Application Secret

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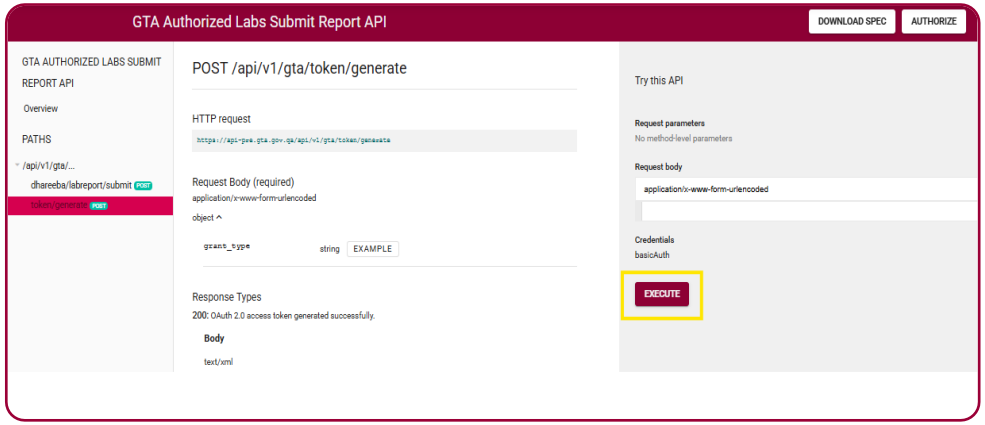
6.4 Execute API Call



- After successful authorisation, click Execute and provide the required request parameters.
- Execute the request to validate connectivity and verify that the API is accessible from your environment.

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6.5 | Expected Result

- Successful API response
- Verified connectivity
- No authentication errors

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07

Security Guidelines

07 | Security Guidelines

- API credentials must be kept confidential
- Access is restricted to approved IP addresses
- Do not share API keys or secrets
- Follow GTA security and compliance requirements

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08

Roles & Responsibilities

08 | Roles & Responsibilities

Role	Responsibility
Developer	Register, create apps, test APIs
Organization Admin	Provide approvals and details
GTA Support Team	Validate, approve, and enable API access

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09

Onboarding Checklist

09 | Roles & Responsibilities

Account created

Email verified

Application created

APIs requested

IP details shared

Access approved

APIs tested successfully

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CONTACT

gta.gov.qa
dhareeba.gov.qa

Address

The General Tax Authority - Zone No.63,
Street 920, Building 43

Phone

Call Center: 16565
Overseas: +974 4406 9941

Email

info@dhareeba.qa
support@dhareeba.qa