



وزارة البلديات والإسكان

Ministry of Municipalities and Housing

User guide for

Investment Suggestion Request for Temporary Rental

Date Prepared: 07/04/2026 GD

Version Number: First One

investor's
Copy

Contents

Login to the System	03
Investment Suggestion Request	05



Login to the System

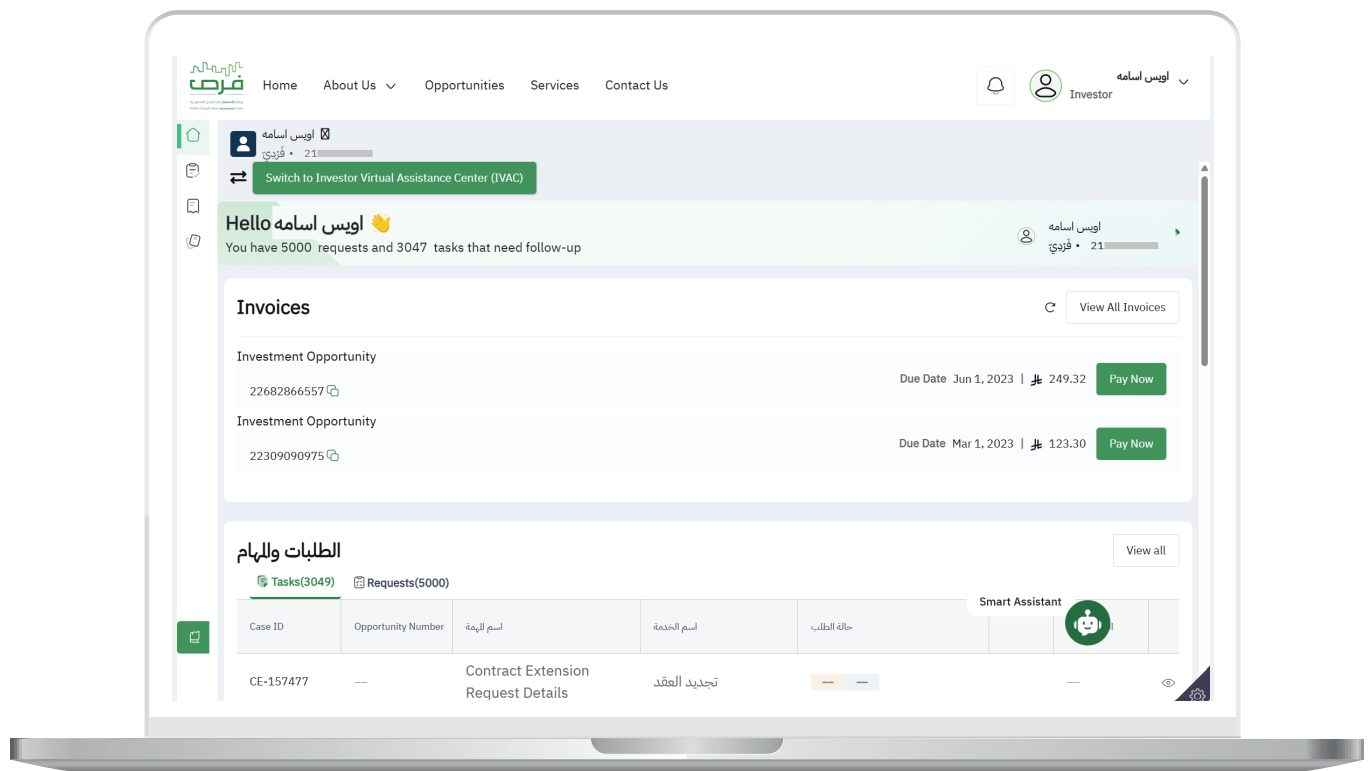
1) After accessing the (**Opportunities Portal**), select the (**Login**) icon. The login screen will then appear as follows:

Enter your national ID/residence number and password, enter the verification code, and then click the (**Login**) button.

You can also log in through the National Access Portal.



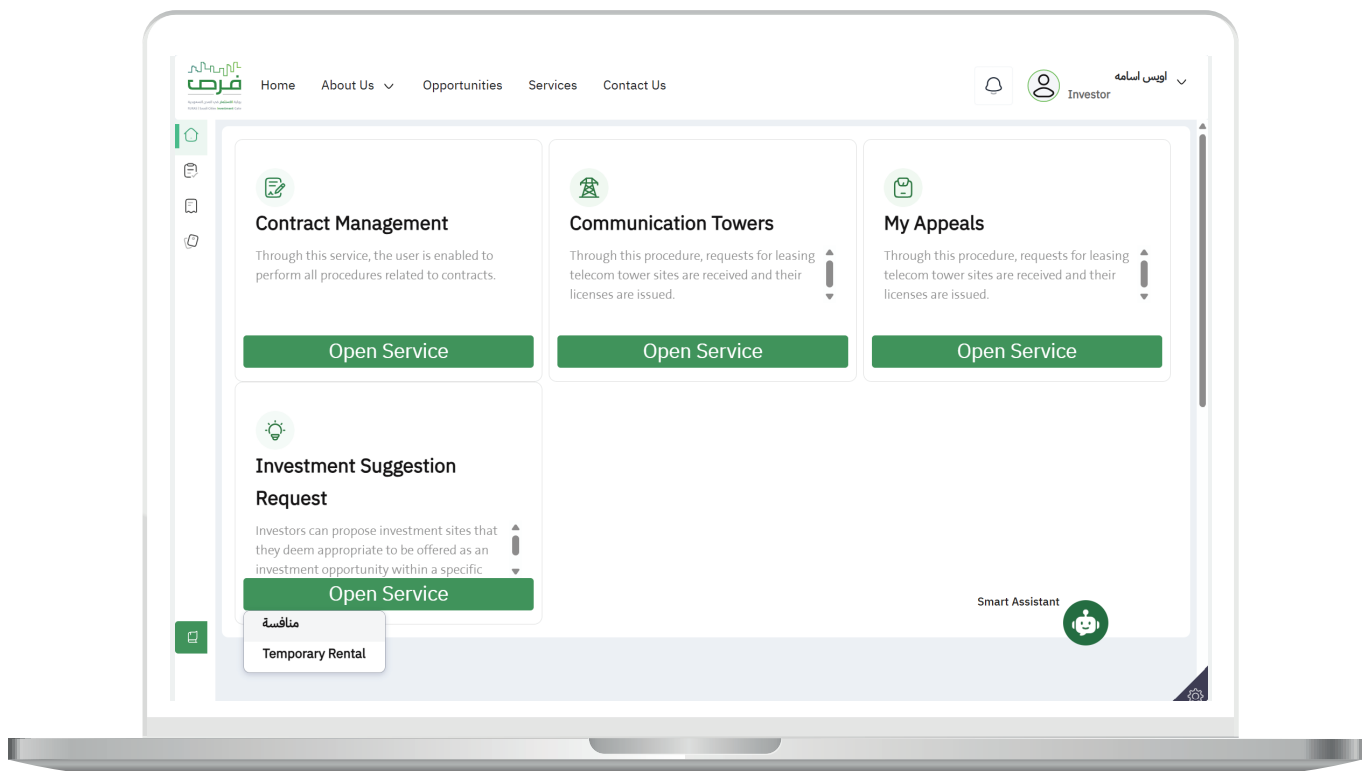
2) After that, the user will see the main screen of the Opportunities Portal.



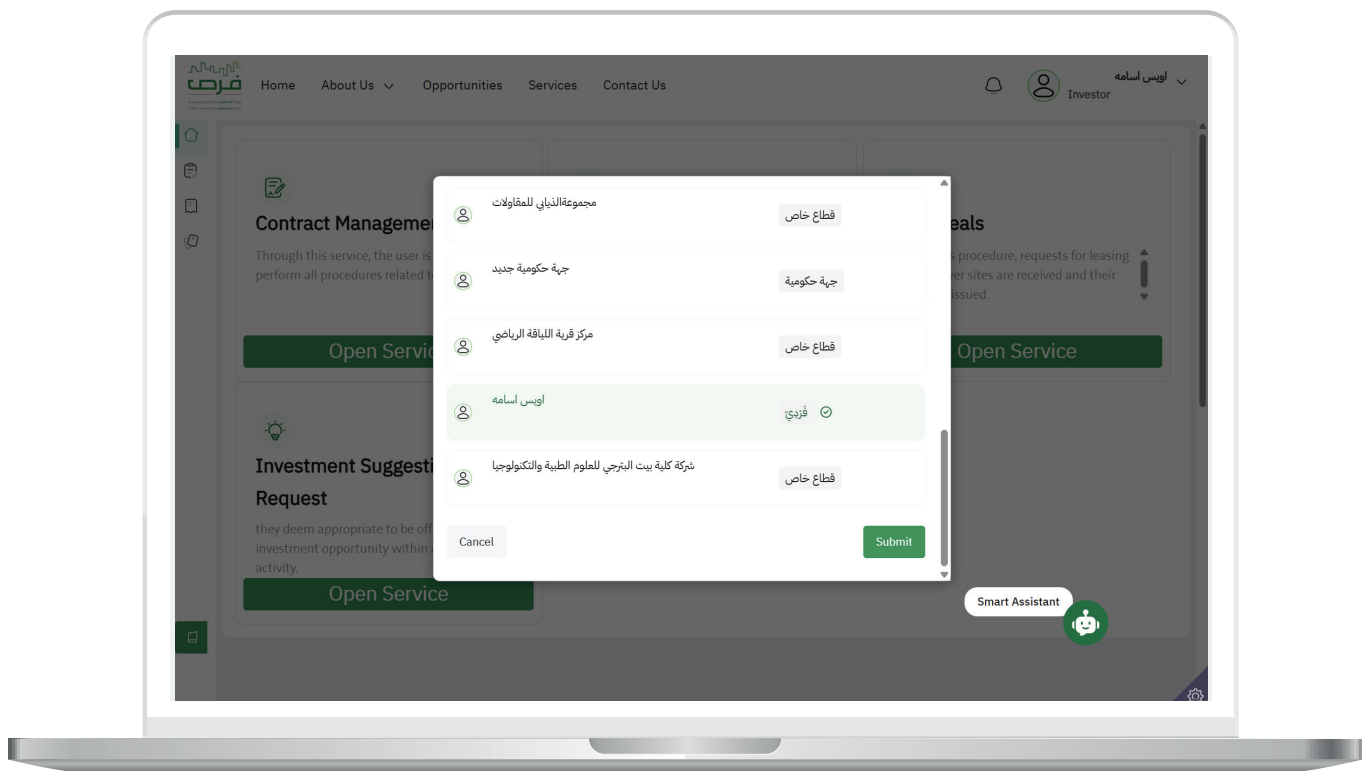
Investment Suggestion Request

1) After selecting the **(Services)** menu from the top, the following menus are displayed, and the user selects **(Investment Suggestion Request)** by clicking on the **(Open Service)** button.

Then the following options appear **(Competition, Temporary Rental)** to choose from. Then User will choose **(Temporary Rental)**.



2) Then the **(List of Active Investors)** appears, from which you can make a selection and then press the **(Submit)** button.



3) The user will then see the following screen to fill in the investor's information, including (**Municipality, SubMunicipality, Location Types**).

Also, (**Proposal Classification, Summary Of Suggestion, Reason Of Suggestion**).

The screenshot shows a web application interface for submitting an investment suggestion. The top navigation bar includes links for Home, About Us, Opportunities, Services, and Contact Us. A user profile icon labeled 'Investor' is in the top right. The main form is titled 'Investment Suggestion' and contains the following sections:

- Investor Details:**
 - ApplicantName: اوس اسامه
 - ApplicantID: 21
 - Phone number: 05
 - Email: @inovar.sa
 - Site Number: 26-04-434286
 - Municipality: أمانة منطقة الباحة
 - Sub Municipality: بلدية محافظة بلجرشي
 - Location Types: الساحات للباين
- Proposal Information:**
 - Proposal Classification: موقع استثماري
 - Type: Temporary Rental
 - Site Area: 300
 - Summary Of Suggestion: (Text area)
 - Reason Of Suggestion: (Text area)

At the bottom, there are 'Cancel' and 'Submit' buttons. A 'Smart Assistant' chatbot icon is also visible.

4) The Second Part.

The screenshot displays a web application interface for submitting an investment suggestion. The top navigation bar includes links for Home, About Us, Opportunities, Services, and Contact Us. The user is logged in as an 'Investor'.

The main form is titled 'Proposal Information' and contains the following sections:

- Proposal Classification:** A dropdown menu with the selected option 'موقع استثمائي' (Investment Site).
- Type:** A text field with the value 'Temporary Rental'.
- Site Area:** A text field with the value '300'.
- Summary Of Suggestion:** A large text area for providing a summary of the suggestion.
- Reason Of Suggestion:** A large text area for explaining the reason for the suggestion.
- Suggestion Details:** A large text area for providing additional details about the suggestion.

At the bottom of the form, there is a map showing the location of the suggested site, with labels for 'Al Raed', 'Al Andalus', and 'Baljurashi'. A 'Smart Assistant' chatbot is visible in the bottom right corner, and a 'Submit' button is located at the bottom right of the form.

5) The location is then determined on the map.

Next, the data is completed in the fields (**District, Street, Site Description**).

The screenshot displays a web application interface for submitting an investment suggestion request. The top navigation bar includes links for Home, About Us, Opportunities, Services, and Contact Us. A user profile icon labeled 'Investor' is visible in the top right corner. The main area features a map with a location pin and labels for 'Sunrise Resort' and 'Kanan Al Shorouk Contracting Establishment'. Below the map, there are three input fields: 'District' (containing 'السلام'), 'Street' (containing 'الطليقة 10'), and 'Site Description' (containing 'السلام'). A 'Mandatory Documents' section is present, showing a table with the message 'There is no rows added'. A 'Smart Assistant' icon is located next to the document section. At the bottom, there are 'Cancel' and 'Submit' buttons.

District *	Street *	Site Description *
السلام	الطليقة 10	السلام

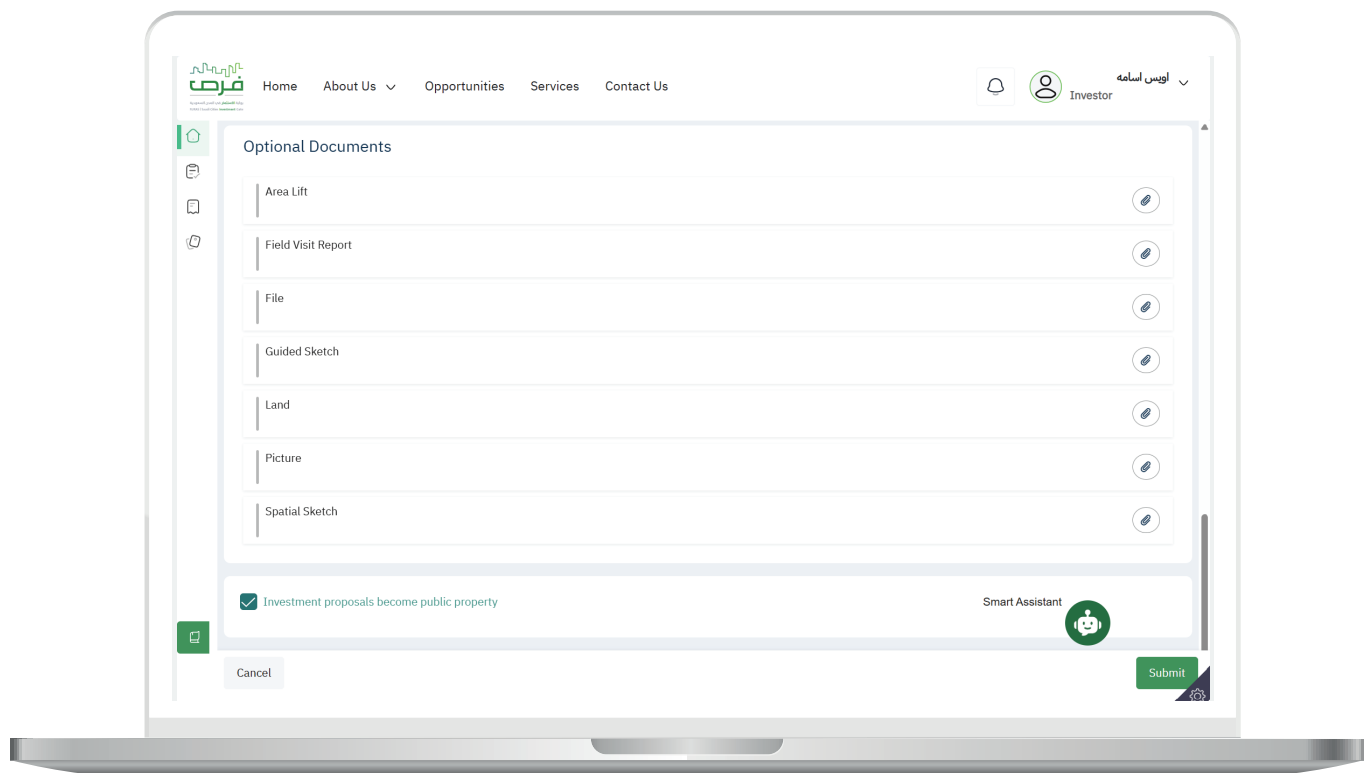
Mandatory Documents

Document Name	Document Type	Document Path
There is no rows added		

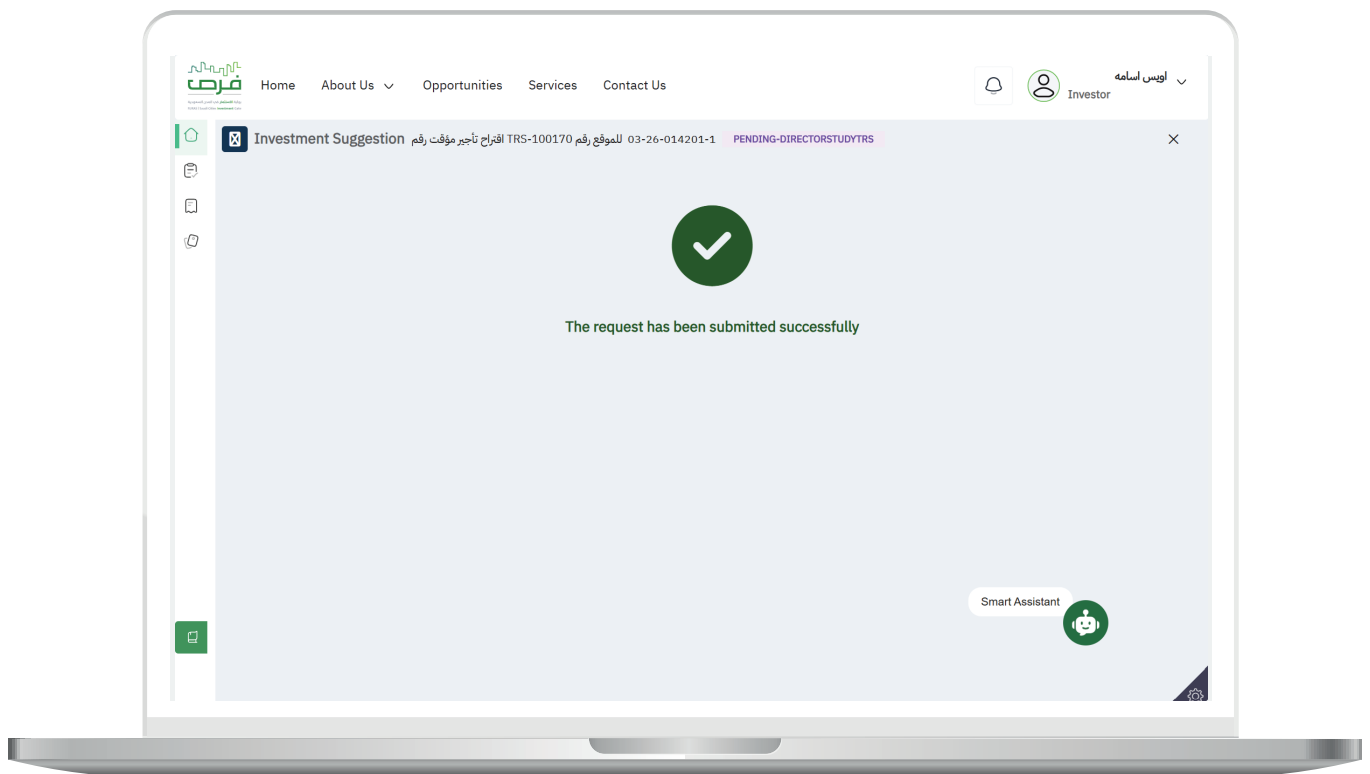
Smart Assistant

Cancel Submit

6) The user can also optionally add Documents. The declaration is read and agreed to by checking the box. Then, the **(Submit)** button is clicked.



7) The application is then submitted successfully, with a confirmation message displayed.



 | DAEM.momah.gov.sa
 | Furas@momah.gov.sa
 | 199040
 | @momrafuras

