

Definition of the Service			
Service name	Advocacy Firm License Renewal		
Service classification	Renewal of the firm license for practicing the advocacy profession in the Emirate of Dubai		
General Information about the service			
Beneficiary of the Service	Advocacy Firms Licensed by the Department		
Service Provider's Directorate	Advocates & Legal Consultants Affairs Directorate		
Service provision channels	<ol style="list-style-type: none"> 1. Legal profession System (LPS) 2. Email to advocates@legal.dubai.gov.ae 3. In person, at the Department's premises 		
Service provision timeframe	One (1) business day	Required fees	3000 AED for each advocate and legal consultants registered to work in the firm – UAE Nationals receive a reduction of 50% discount for the first three (3) years from the date of their initial registration. <ul style="list-style-type: none"> - 10 AED innovation fee - 10 AED knowledge fee)
For follow up			
Direct contact number	04 353 3337	Email	advocates@legal.dubai.gov.ae
Requirements and Procedures			
Service requirements	<ol style="list-style-type: none"> 1- The advocacy firm must comply with all the requirements stipulated in Articles (9) and (15) of the advocacy firms bylaws. The requirement for a UAE nationality shall not apply to advocacy firms already licensed in the Emirate at the time of enforcement of these bylaws. 2- Submit the application request form within the last month prior to the license expiry date (to avoid penalty for delay). 3- The title deed or the lease contract of the advocacy firm's office should be in the name of the advocacy firm, the sole establishment proprietor, any of the partners or the shareholders. The lease contract should be valid and legalised by the competent authorities in the Emirate. 		

	<p>4- All advocates and legal consultants working in the advocacy firm should be registered with the Department on the practising roll and their registration should be valid.</p> <p>5- All particulars of the license issued for the advocacy firm by the licensing authority are compatible, at the time of requesting renewal, with those mentioned in this license.</p> <p>6- The professional indemnity insurance should be valid at the time of renewal.</p>
Required documents	Valid professional indemnity insurance policy against the risks of the advocacy and legal consultancy professions.
Procedures/steps for service provision	<ol style="list-style-type: none"> 1. Submit the application request form and attach the professional indemnity insurance. 2. Review and approve the request. 3. Pay the fees. 4. Receive the license issued by the Government of Dubai Legal Affairs Department.