

Definition of the Service			
Service name	Advocacy firm license – Company		
Service description	Authorising an advocacy firm (Company) to provide legal services in the Emirate of Dubai		
General Information about the service			
Beneficiary of the Service	<ul style="list-style-type: none">- Registered Advocates- Individuals who meet the requirements to register as practicing advocates		
Service Provider's Directorate	Advocates & Legal Consultants Affairs Directorate		
Service provision channels	<ul style="list-style-type: none">1. Legal Profession System (LPS)2. Email to advocates@legal.dubai.gov.ae3. In person, at the Department’s premises		
Service provision timeframe	Two (2) working days	Required fees	3000 AED for each advocate and legal consultant registered with the firm –UAE Nationals receive a reduction of 50% 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	<p><u>Stage (1) – Obtain an NOC to establish an advocacy firm in the Emirate of Dubai</u></p> <ul style="list-style-type: none">1. The applicant should be a UAE National. The Department has the right to exempt certain partners from this requirement pursuant to the rules set out in this regard.2. The applicant should be registered with the Department on the Roll of Practising Advocates or should qualify to be registered as stipulated in advocates registration bylaws approved by the Department and to request registration on the Roll.3. The applicant should have practical experience in the field for 2 successive years.4. The applicant should be the managing partner responsible for the advocacy firm.5. The applicant must submit a professional business plan approved by the Department.6. All Advocates and legal Consultants of the firm should be registered with the Department on Advocates Practising Roll or qualified to be registered on the practising roll as		

	<p>stipulated in advocates registration bylaws approved by the Department and to request to be registered on the Roll.</p> <p>7. Any other requirements set by the Department</p> <p><u>Stage (2) – Obtain the professional license for the firm from the Government of Dubai Legal Affairs Department to practise the profession in the Emirate (firm approval)</u></p> <ol style="list-style-type: none"> 1. Lease contract (Ejari) for the firm’s office. 2. The office must be appropriate for providing legal services. 3. Professional Licence issued by the licensing authority (Department of Economic Development of the Government of Dubai or Free Zones Authority in the Emirate of Dubai). <p><u>N.B: Article (6) of Administrative Resolution No. (235) of 2015 approving the Bylaws of Licensing the Advocacy Firms in the Emirate of Dubai stipulated that:</u></p> <p>Except for the licensed advocacy firms in the Emirate, when determining the name of an advocacy firm, the following must be observed:</p> <ol style="list-style-type: none"> 1. The name of the firm must indicate the type of the provided legal services. 2. The firm name should carry the name of the proprietor of sole establishment advocacy firms. 3. The firm name should carry the names of partners, shareholders or any of them for civil company advocacy firms. The Department may approve to grant the advocacy firm a name other than the names of the partners, upon the request of the partners or in certain circumstances. <p><u>N.B 2: Article (36) of Law No. (23) of 1992 Regulating the Federal Advocacy Firm stipulated that "A UAE Advocate may establish other advocacy firms in any of Emirate of the UAE provided the advocate be a UAE National".</u></p>
<p>Required Documents</p>	<p><u>Stage (1) – Obtain an NOC to establish an advocacy firm in the Emirate of Dubai</u></p> <ol style="list-style-type: none"> 1. Professional business plan. 2. Legal experience certificate in the event that the advocate is not registered in the Department for two (2) successive years as follows: <ol style="list-style-type: none"> i. Certificate of actual practice of the advocacy profession in the UAE for two (2) successive years. ii. Certificate of practical experience in the field of law for two (2) successive years. <p><u>Stage (2) – Obtain the professional license for the firm from the Government of Dubai Legal Affairs Department to practise the profession in the Emirate (firm approval)</u></p> <ol style="list-style-type: none"> 1- Partnership contract certified by the public notary.

	<ul style="list-style-type: none"> 2- Lease contract (Ejari) for the firm's office. 3- Professional License issued by the licensing authority (Only for firms licensed by Free Zones Authority in the Emirate of Dubai). 4- An indemnity insurance policy covering professional negligence of the firm
Procedures/steps for service provision	<p><u>Stage (1) – Obtain an NOC to establish an advocacy firm in the Emirate of Dubai</u></p> <ul style="list-style-type: none"> 1. Submit the request form and attach the required papers and documents. 2. Consider and approve the request. 3. Remit the payment of the fees. 4. Receive an NOC to complete the firm licence procedures at the competent licensing authority. <p><u>Stage (2) – Obtain the professional license for the firm from the Government of Dubai Legal Affairs Department to practise the profession in the Emirate (firm approval):</u></p> <ul style="list-style-type: none"> 1- Submit the application request form and attach the required papers and documents. 2- Review and approve the request. 3- Receive the license issued by the Department.