

Service name	Advocacy firm license – Sole Establishment		
Service classification	Authorise an advocate to establish an advocacy firm- sole establishment 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	<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 timing	Two (2) working days	Required fees	<p>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.</p> <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 applicant should be a UAE National 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 request registration on the Roll. 3- The applicant should have practical experience in the legal field for 2 successive years. 4- The applicant must submit a professional business plan approved by the Department. 5- The applicant should be the managing partner responsible for the advocacy firm during the license period. 6- Any other requirements set by the Department. <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. An application signed by the owner of the license requesting licensing an advocacy firm in the Emirate of Dubai. 2. Professional business plan. 3. Legal experience certificate for 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- Lease contract (Ejari) for the firm’s office. 2- Professional License issued by the licensing authority (Department of Economic Development of the Government of Dubai or Free Zones Authority in the Emirate of Dubai). 3- An indemnity insurance policy covering professional negligence of the firm. 4- Letter issued by the firm where all the particulars of the firm are mentioned (Approval of the particulars of the firm).
<p>Procedures/steps for service provision</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. 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 licence for the firm from the Government of Dubai Legal Affairs Department to practise the profession in the Emirate (firm approval):</u></p>

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| | <ol style="list-style-type: none">1- Submit the application request form to approve the firm and attach the required papers and documents.2- Review and approve the request.3- Receive the license issued by the Department. |
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