

Definition of Service			
Service name	Transfer the registration of an advocate from the Roll of Practising Advocates to the Roll of Non-Practising Advocates		
Service description	Request submitted by the advocate to stop practising the advocacy profession and to transfer his/her registration to the Non-Practising Roll		
General information about the service			
Beneficiary of the Service	Practising Advocates registered 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) working day	Required fees	<u>The total amount is 520 AED, including:</u> <ol style="list-style-type: none"> 1. Registration fees – 500 AED 2. Innovation fee – 10 AED 3. Knowledge fee – 10 AED
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. Submit a transfer application form to the roll of no-practising advocates along with the reasons for the such. 2. Should the applicant be the owner of the advocacy firm where he/she is registered in the Emirate of Dubai, he/she has to submit an application for cancelling the licence of the firm with the Department or temporarily suspending it 3. The applicant must pay the prescribed service fees as per the procedure approved by the Department in this regard. 4. Any other requirements set by the Department pursuant to the bylaws, resolutions and instructions issued in this regard 		
Required documents	A letter signed by the advocate requesting the transfer of his/her registration to the Roll of Non-Practising Advocates		
Procedures/steps for service provision	<ol style="list-style-type: none"> 1. Submit the application request form and attach the required papers and documents 2. Pay the fees. 		

	3. The advocate receives a copy of the resolution concerning “Transferring an Advocate Registration to the Non-Practising Roll”
--	---