

Definition of Service			
<b>Service name</b>	Transfer an advocate's registration to the Roll of Practising advocates		
<b>Service description</b>	Request submitted by the advocate to authorise him/her to practise the advocacy profession in the Emirate of Dubai by transferring his/her registration to the Practising Roll in order to practise his work through a licensed advocacy firm in the UAE.		
General information about the service			
<b>Beneficiary of the Service</b>	Non-practising Advocates registered by the Department		
<b>Service Provider's Directorate</b>	Advocates & Legal Consultants Affairs Directorate		
<b>Service provision channels</b>	<ol style="list-style-type: none"> <li>Email to <a href="mailto:advocates@legal.dubai.gov.ae">advocates@legal.dubai.gov.ae</a></li> <li>In person, at the premises of the Department.</li> </ol>		
<b>Service provision timeframe</b>	One (1) working day	<b>Required Fees</b>	<ol style="list-style-type: none"> <li>500 AED Innovation fee – 10 AED Knowledge fee – 10 AED</li> <li>2000 AED (after the expiry of registration) Innovation fee – 10 AED Knowledge fee – 10 AED</li> </ol>
For follow up			
<b>Direct contact number</b>	04 353 3337	<b>Email</b>	advocates@legal.dubai.gov.ae
Requirements and Procedures			
<b>Service requirements</b>	<ol style="list-style-type: none"> <li>The applicant must be employed full time by the advocacy firm without practising any other commercial or professional activity in addition to his/her work except for teaching and training in a specific law area or legal practice.</li> <li>The applicant must comply with the registration requirements stipulated by Article (7) of the advocates registration bylaws in the Emirate of Dubai. Non-UAE National advocates who are registered at the Department shall be exempt from the clause of the aforementioned Article whenever it applies.</li> <li>The applicant must pay the prescribed service fees as per the procedure approved by the Department in this regard.</li> <li>Any other requirements set by the Department pursuant to the bylaws, resolutions and instructions issued in this regard</li> </ol>		
<b>Required documents</b>	<ol style="list-style-type: none"> <li>Valid Emirates ID.</li> <li>Valid passport.</li> </ol>		

	<ol style="list-style-type: none"> <li>3. Bachelor's in Law.</li> <li>4. Valid Certificate of Good Conduct.</li> <li>5. A letter issued by the owner of the firm that the firm approves the application to register the applicant as an advocate working with the firm.</li> <li>6. An employment contract legalised by the Ministry of Labor.</li> <li>7. A certificate from the Department of Economic Development from the Emirate in which the applicant's passport was issued stating that there are no commercial licences registered under the name of the applicant.</li> <li>8. CV (Using the form approved by the Government of Dubai Legal Affairs Department.</li> <li>9. The licence of the firm issued by the commercial licensing authority (for firms located outside the Emirate of Dubai).</li> </ol>
<p><b>Procedures/steps for service provision</b></p>	<ol style="list-style-type: none"> <li>1. Submit the application form and attach the required papers and documents.</li> <li>2. Pay the fees.</li> <li>3. Receive the new registration card and a copy of the Resolution concerning "Transfer the Advocate Registration to the Practising Roll".</li> </ol>