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| **AMENDMENT TO LEGAL CONSULTANCY FIRM LICENCE INFORMATION- CHANGE OF LEGAL ENTITY APPLICATION FORM** |

**This form must be completed by all legal consultancy firms applying to The Government of Dubai Legal Affairs Department for change of legal entity on the Register of Legal Consultancy Firms.**

* Please complete this form electronically, meaning all answers are typed and the form must be signed and dated by the person(s) with the authority to sign on behalf of the firm. The Department will not accept any handwritten forms.
* Please note that all questions are mandatory.
* If any details or supporting documents are incorrect and/or incomplete, the form may be returned to the applicant for proper completion and re-submission.
* In the event that the application is approved, the prescribed fee for the amendment of legal consultancy firm licence information is One Thousand and Twenty Dirhams, (AED 1000 Licence Amendment Fee + AED 10 Knowledge Fee + AED 10 Innovation Fee).
* Non-payment of the fee will result in cancellation of the application.

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| **SECTION 1:** | **LEGAL CONSULTANCY FIRM INFORMATION** | |
| **Name of Firm:** | |  |
| **Name of Managing Partner:** | |  |
| **Office Address:** | |  |
| **Email Address:** | |  |
| **Phone Number:** | |  |

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| **SECTION 2:** | **LEGAL CONSULTANCY FIRM LICENCE INFORMATION** | |
| **Legal Consultancy Firm Licence Number:** | |  |
| **Legal Consultancy Firm Licence Issue Date:** | |  |
| **Legal Consultancy Firm Licence Expiry Date:** | |  |

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| **SECTION 3:** | **NEW LEGAL ENTITY INFORMATION** | |
| **Proposed Legal Entity Type:** | |  |
| **Name of Licensing Authority:** | |  |
| **Reason(s) For Changing Legal Entity Type:** | |  |

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| **SECTION 4:** | **SUPPORTING DOCUMENTS** |
| **For Branch Legal Consultancy Firms (Conversion from Branch of Foreign Company/ Recognized Limited Liability Partnership to Limited Liability Partnership):** | |
| 1. Legalised Board Resolution issued by the mother firm approving the change of legal entity; 2. Any other document deemed appropriate by the Department in determining the application.   **For Company/ Partnership Legal Consultancy Firms:**   1. Notarised partnership resolution evidencing collective approval of the partners to change the legal entity of the legal consultancy firm; 2. Any other document deemed appropriate by the Department in determining the application. | |

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| **Section 5:** | **Declaration & Undertaking** |
| I confirm that, aside from the change to the legal entity under which Legal Services are provided, there are no further material changes to the information which I have supplied to The Government of Dubai Legal Affairs Department. I further confirm that, I am aware of and in compliance with the obligations contained in Article (16) of Administrative Resolution No. (52) of 2022 Adopting the Bylaws Concerning the Licensing of Advocacy Firms and Legal Consultancy Firms in the Emirate of Dubai. | |

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| **Full Name of Applicant** |  |
| **SIGNATURE** |  |
| **DATE** |  |