

Definition of Service			
Service Name	Legal Consultancy Firm Licence – Civil Company/ Partnership Established in the Emirate		
Service Description	Authorisation to provide Legal Services in the Emirate of Dubai as a Civil Company/ Partnership Legal Consultancy Firm.		
Information about the Service			
Beneficiary of the Service	Applicant for civil company/ partnership legal consultancy firm licence		
Service Provider's Directorate	Advocates and Legal Consultants Affairs Directorate		
Service Channels Provided	Legal Profession System (“ LPS ”) Mobile Application Email: Legal.consultancy@legal.dubai.gov.ae		
Service Provision Timeframe	15 working days	Service Fees	3,000 AED x No. of Partners of the Civil Company/Partnership- Licence Fee (UAE National Partners shall receive 50% discount for the first 3 years of licence) 10 AED Innovation Fee; and 10 AED Knowledge Fee
Direct Contact Number	04 353 3337	E-mail Address	legal.consultancy@legal.dubai.gov.ae
Requirements and Procedures			
Service Requirements	For UAE National Applicants 1. The applicants must have obtained an undergraduate degree in law; 2. The applicants must have a minimum of two (2) consecutive years’ of legal experience in UAE; 3. The applicants must appoint one legal consultant to be the managing partner of the legal consultancy firm; and 4. The applicants must apply to register as a legal consultant with the Department.		
	For Non-UAE National Applicants 1. The applicants must have obtained an undergraduate degree in law;		

	- The applicants must have a minimum of eight (8) consecutive years' of legal experience; - The applicants must offer to provide a unique legal service which is not already provided by existing legal consultancy firms despite its significance OR there is a demand for such service in the Emirate; - The applicants must appoint one Legal Consultant to be the managing partner of the legal consultancy firm; and - The applicants must apply to register as a Legal Consultant with the Department.
Required Documents	For UAE National Applicants - Bachelor Degree in Law certified by Ministry of Higher Education (Legalised if obtained outside UAE); - Letter(s) of legal experience issued from the entities the experience was acquired with evidencing two (2) consecutive years of legal experience in the UAE; and - Professional Business Plan. For Non-UAE National Applicants - Bachelor Degree in Law certified by Ministry of Higher Education (Legalised if obtained outside UAE); - Letter(s) of legal experience issued from the entities the experience was acquired with evidencing eight (8) years' of legal experience; and - Professional Business Plan detailing the unique legal service OR demand for legal service including any evidence in support.
Procedures for service provision	- The applicant submits an application for a civil company legal consultancy firm licence through the LPS portal or by email. - The Legal Consultant Affairs Section reviews the application; - The Legal Consultant Affairs Section may request the applicant to attend an assessment meeting; - The Legal Consultants Affairs Section notifies the applicant of the decision to approve the application; - The applicant makes payment of the legal consultancy firm licence fees;

	6. The Legal Consultant Affairs Section issues the applicant with a Non-Objection Certificate (“NOC”) approving the particular licensing authority to issue the commercial licence; 7. The applicant must provide the Legal Consultant Affairs Section with the following documentation relating to the civil company legal consultancy firm: • Commercial Licence issued by the licensing authority (from firms licensed in the free zones); • Tenancy agreement/ Ejari or title deeds of the office premises; and • Professional Indemnity Insurance. • The Legal Consultants Affairs Section issues the applicant with the legal consultancy firm licence.
--	--