

Definition of Service			
Service Name	Legal Consultancy Firm Licence – Sole Establishment		
Service Description	Authorisation to provide Legal Services in the Emirate of Dubai as a Sole Establishment Legal Consultancy Firm.		
Information about the Service			
Beneficiary of the Service	Applicant for sole establishment 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 - Licence Fee (UAE Nationals 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 applicant must have obtained an undergraduate degree in law; 2. The applicant must have a minimum of two (2) consecutive years’ of legal experience in UAE; 3. The applicant must be the managing partner of the legal consultancy firm throughout the term of the licence; and 4. The applicant must apply to register as a legal consultant with the Department.		
	For Non-UAE National Applicants 1. The applicant must have obtained an undergraduate degree in law; 2. The applicant must have a minimum of eight (8) consecutive years’ of legal experience; 3. The applicant must offer to provide unique legal services which are not already provided by existing legal consultancy firms despite its		

	significance OR demonstrate that there is a demand for such service in the Emirate; - The applicant must be the managing partner of the legal consultancy firm throughout the term of the licence; and - The applicant 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 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 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 of this.
Procedures for service provision	- The applicant submits an application for sole establishment 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 will notify the applicant of the decision to approve the application; - The applicant makes payment of the legal consultancy firm licence fees; - 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 sole establishment 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 will issue the applicant with the legal consultancy firm licence.
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