

# الجلالاف

## AL JALLAF ADVOCATES

### مكتب الكاتب العدل الخاص PRIVATE NOTARY OFFICE

Dear Colleague,

*Al Jallaf is pleased to offer a professional private notary service at competitive **fixed-fee** rates.*

We are happy to announce that Al Jallaf has been authorized to offer Private Notary Services to companies and individuals in Dubai. These services were previously only available through government Notary Public branches, but are now also available from a select number of UAE Advocacy Firms.

Al Jallaf's Private Notary Services are provided by Managing Partner, **Amna Al Jallaf**, supported by a skilled team of bilingual Senior and Junior Lawyers. Al Jallaf can now notarise a wide range of documents for a fixed fee (see attached), including:

- Memoranda of Association of LLCs;
- Memoranda of Association of Partnerships;
- Memoranda of Association of Civil Works Company;
- Agreements for the Appointment of UAE National Service Agents; and
- General and Specific Powers of Attorney.

Private notary services are available by appointment only. Our office hours are Sunday-Thursday, 9:00 am to 5:00 pm. To request an appointment, please use the contact details below.

Yours faithfully,



AL JALLAF ADVOCATES & LEGAL CONSULTANTS

## PRIVATE NOTARY FEES

Document Type	Notary Service	Notary Public Fees	Al Jallaf Fixed Fee
1. Memorandum of Association of an LLC	1- Attestation of signatures on an instrument with a value of up to AED 100,000	AED 300 per signature on the instrument	<b>AED 1,200</b>
	2- Attestation of Signatures on an Instrument with a Value Exceeding AED 100,000	0.5% of the Value of the Instrument subject to a Maximum of AED 15,000	
2. Memorandum of Association of a Civil Works Company	1- Attestation of signatures on an instrument with a value of up to AED 100,000	AED 300 per signature on the instrument	<b>AED 1,200</b>
	2- Attestation of signatures on an instrument with a value exceeding AED 100,000	0.5% of the value of the instrument subject to a maximum of AED 15,000	
3. Agreement for the Appointment of a Local Service Agent	1- Attestation of signatures on an instrument with a value up to AED 100,000	AED 300 per signature on the instrument	<b>AED 1,200</b>
	2- Attestation of signatures on an instrument with a value exceeding AED 100,000	0.5% of the value of the instrument subject to a maximum of AED 15,000	
4. Job Offer	1- Attestation of signatures on an instrument with a value up to AED 100,000	AED 300 per signature on the instrument	<b>AED 400</b>
	2- Attestation of signatures on an instrument with a value exceeding AED 100,000	0.5% of the value of the instrument subject to a maximum of AED 15,000	
5. Endorsement of Signature	Attestation of signatures on an instrument of unknown value	AED 200 per signature on the instrument	<b>AED 400</b>
6. Undertaking to the Ministry of Labor	Attestation of signatures on an instrument of unknown value	AED 200 per signature on the instrument	<b>AED 400</b>
7. Declaration of Residency	Attestation of signatures on an instrument of unknown value	AED 200 per signature on the instrument	<b>AED 400</b>
8. Declaration of Unemployment	Attestation of signatures on an instrument of unknown value	AED 200 per signature on the instrument	<b>AED 400</b>
9. Power of Attorney for Follow Up	Attestation of General Power of Attorney or Special Power of Attorney	AED 100 per signature on the Power of Attorney	<b>AED 400</b>
10. Power of Attorney for Inheritance Certificate	Attestation of General Power of Attorney or Special Power of Attorney	AED 100 per signature on the Power of Attorney	<b>AED 400</b>

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Document Type	Notary Service	Notary Public Fees	Al Jallaf Fixed Fee
11. Power of Attorney for Trademarks	Attestation of General Power of Attorney or Special Power of Attorney	AED 100 per signature on the Power of Attorney	<b>AED 400</b>
12. Power of Attorney and Declaration to the Ministry of Labor	Attestation of General Power of Attorney or Special Power of Attorney	AED 100 per signature on the Power of Attorney	<b>AED 400</b>
13. Judicial Notice Through the Applicant	Attestation of Judicial Notice	AED 200	<b>AED 400</b>
14. Visit Visa Sponsorship Declaration	Attestation of signatures on an instrument of unknown value	AED 200 per signature on the instrument	<b>AED 400</b>
15. Agreement for the Appointment of a UAE National Service Agent	1- Attestation of signatures on an instrument with a value of up to AED 100,000  2- Attestation of signatures on an instrument with a value exceeding AED 100,000	AED 300 per signature on the instrument  0.5% of the value of the instrument subject to a maximum of AED 15,000	<b>AED 1,200</b>
16. Power of Attorney for Tenancy Disputes	Attestation of General Power of Attorney or Special Power of Attorney	AED 100 per signature on the Power of Attorney	<b>AED 400</b>
17. Minutes of Meeting	Attestation of signatures on an instrument of unknown value	AED 200 per signature on the instrument	<b>AED 400</b>
18. Memorandum of Association of a Partnership	1- Attestation of signatures on an instrument with a value of up to AED 100,000  2- Attestation of signatures on an instrument with a value exceeding AED 100,000	AED 300 per signature on the instrument  0.5% of the value of the instrument subject to a maximum of AED 15,000	<b>AED 1,200</b>
19. Declaration of Cancellation of a Power of Attorney in the Presence of the Principal and Attorney	Attestation of signatures on an instrument of unknown value	AED 200 per signature on the instrument	<b>AED 400</b>
20. Power of Attorney for Residency and Foreign Affairs	Attestation of General Power of Attorney or Special Power of Attorney	AED 100 per signature on the Power of Attorney	<b>AED 400</b>
21. Annulment of Memorandum of Association of an LLC	Attestation of signatures on an instrument of unknown value	AED 200 per signature on the instrument	<b>AED 400</b>
22. Annulment of Memorandum of Association of a Partnership	Attestation of signatures on an instrument of unknown value	AED 200 per signature on the instrument	<b>AED 400</b>

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	Document Type	Notary Service	Notary Public Fees	Al Jallaf Fixed Fee
23.	Annulment of Memorandum of Association of a Civil Works Company	Attestation of signatures on an instrument of unknown value	AED 200 per signature on the instrument	<b>AED 400</b>
24.	Annulment of Agreement for the Appointment of a Local Service Agent	Attestation of signatures on an instrument of unknown value	AED 200 per signature on the instrument	<b>AED 400</b>
25.	Judicial Notice to Cancel a Power of Attorney through the Applicant	Attestation of Judicial Notice	AED 200	<b>AED 400</b>

The above fixed fee rates are accurate as of today, the most up to date fee rates are published on our website ([www.aljallaflegal.com](http://www.aljallaflegal.com)).