

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; Joint Liability Company; Civil work Company; and Single owner; Agreements for the Appointment of local Service Agent; Local Agent; Agreement of selling Boat and Vessel;
- Addendum of Memoranda of Association of LLCs; Joint Liability Company; Civil work Company; and Single owner;
- Annulment of Memoranda of Association of LLCs; Joint Liability Company; Civil work Company; and Single owner; and agreement of appointment of local service agent;
- Endorsement of signature and Job offers;
- Judicial notices and Minutes of Meeting;
- Declaration of unemployment; Intellectual property; cancelling POA's; Residency; withdrawing claim and complaint;
- Special POA's and General Powers of Attorney of different types;

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

SL	Document Type	Notary Service	Notary Public Fees	Al Jallaf Fee
1	Memorandum of Association of an LLC	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	AED. 1,200
2	Memorandum of Association of a Joint liability company			
3	Memorandum of Association of civil work company			
4	Memorandum of Association of Single owner			
5	Agreement for the Appointment of a Local Agent			
6	Agreement for the Appointment of a Local Service Agent			
7	Addendum to Memorandum of Association of a Civil Works Company	Attestation of Signature on an Instrument of unknown value	AED. 200 per signature on the instrument	AED. 1,000
8	Addendum to Memorandum of Association of Joint Liability Company	Attestation of signatures on an instrument with a value of up to AED. 100,000	AED. 300 per signature on instrument	
9	Addendum to Memorandum of Association LLC	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	
10	Addendum to Memorandum of Single Owner			
11	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	AED 800
12	Annulment Memorandum of Association LLC			
13	Annulment of Memorandum of Association of a Civil Works Company			
14	Annulment of Memorandum of Association of Joint Liability Company			
15	Annulment of Memorandum of Association of Single Owner			
16	Job Offer / Employment Offer	Attestation of signatures on an instrument with a value up to AED 100,000 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	AED 400
17	Agreement of selling a Boat	Attestation of signatures on an instrument with a value up to AED 100,000	AED 300 per signature on the instrument	AED. 1,200

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18	Agreement of selling a Vessel	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	
19	Endorsement of Signature / Declaration of Signature Specimen	Attestation of signatures on an instrument of unknown value	AED 200 per signature on the instrument	AED 400
20	Undertaking to the Ministry of Human Resource and Emiratization			AED 400
21	Declaration of withdrawing a claim	Attestation of Signature on an Instrument of unknown value	AED. 200 per signature on the instrument	AED 400
22	Declaration of Assigning intellectual right	Attestation of signatures on an instrument with a value of up to AED. 100,000	AED. 300 per signature on instrument	
23	Declaration of withdrawing complaint	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	
24	Declaration of unemployment	Attestation of signatures on an instrument of unknown value	AED 200 per signature on the instrument	AED 400
25	Declaration of Residency	Attestation of signatures on an instrument of unknown value	AED 200 per signature on the instrument	AED 400
26	Declaration of cancelling POA in the presence of principal and attorney	Attestation of signatures on an instrument of unknown value	AED 200 per signature on the instrument	AED 400
27	Declaration of Visitor Guarantee	Attestation of signatures on an instrument of unknown value	AED 200 per signature on the instrument	AED 400
28	Special POA for the Cases	Attestation of Power of Attorney or Special Power of Attorney	AED 100 per signature on the Power of Attorney	AED 400
29	General POA for the Cases			
30	Power of Attorney for Follow Up			
31	Power of Attorney for Inheritance Certificate			
32	Special Power of Attorney for Trademarks			
33	Special Power of Attorney for Tenancy Disputes			
34	Power of Attorney and Declaration to the Ministry of Human Resource and Emiratization			
35	Power of Attorney for Residency and Foreign Affairs			
36	Special POA for Granted Land			
37	Special POA for Vehicles			
38	Power of Attorney for Vehicles			

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39	Judicial Notice Through the Applicant	Attestation of Judicial Notice	AED 200	AED 400
40	Judicial Notice to cancel POA through the Applicant	Attestation of Judicial Notice	AED 200	AED 400
41	Minutes of Meeting	Attestation of signatures on an instrument of unknown value	AED 200 per signature on the instrument	AED 800

In addition to knowledge fee and Innovation fee - AED. 20.

Applicable of 5% vat on the services fee of private notary.

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