PRO Services

A practical overview of **administrative legal support in the UAE**: government filings, document processing, powers of attorney, and official registrations.

CORE AREAS

GOVERNMENT FILINGS

PRO services support filings with UAE ministries, courts, notaries, free zones, licensing authorities, embassies, consulates, and government departments. Requirements often vary by Emirate and authority.

DOCUMENT PROCESSING

Official documents may require notarization, attestation, legalization, certified translation, or true-copy certification. Missing stamps, incorrect formatting, or mismatched details can delay the process.

POWER OF ATTORNEY

Powers of attorney are used for real estate, company matters, court cases, banking, vehicles, inheritance, and personal administration. The wording should match the specific purpose and authority.

LICENSES & REGISTRATIONS

Administrative support may include company license renewals, establishment cards, visa files, driving license matters, vehicle registrations, tenancy-related filings, and other recurring government requirements.

KEY CONCEPTS

AUTHORITY REQUIREMENTS

Each UAE authority may have its own forms, signatures, translations, validity periods, and submission process. A document accepted by one authority may still require changes before another authority will accept it.

PROCESS ACCURACY

- Names, passport numbers, and dates must match official records.
- Foreign documents may require attestation and legal translation.
- POAs should be drafted for the specific transaction or authority.
- Renewals should be tracked before expiry to avoid fines or blocked files.

Drowning in paperwork and administrative procedures?

Our team can assist with government filings, document processing, powers of attorney, and official registrations.

BOOK A CONSULTATION ↗

© **2026 HPL Yamalova & Plewka FZCO (LYLAW). All rights reserved.** This publication is for general informational purposes only and does not constitute legal advice. Laws and regulations may change. For advice specific to your circumstances, consult a qualified UAE lawyer.

www.lylawyers.com ■ legal@lylawyers.com ■ +971 52 205 8149

Reef Tower 1805 & 1806, Jumeirah Lakes Towers, P.O. Box 487111, Dubai.