1. You will be notified of the status of the order "Accepted - Need more information -Rejected" with clarification of the reasons through:

- SMS
- E-mail
- My Orders Page via the website.

2. Upon acceptance of the request, you will be notified to pay the fee by:

- SMS
- My Orders Page via the website.

3. After paying the fee, book an appointment for a video call through the My Orders Page on the website.

4. You will receive a link to access the remote video meeting about the transaction.

5. After the meeting, you can obtain the digitally authenticated transaction through a link via SMS and through the My Orders Page on the website.

Scan the QR code for the Fees List & FAQs

Contact Information:

Kindly Scan to get our contact information

Website   Phone

JUDICIAL DEPARTMENT

Guide to Abu Dhabi English Notary Services Bureau

Guide on how to submit an application

Welcome to the forefront of legal excellence! The Abu Dhabi Judicial Department's English Notary Services Bureau stands as a beacon of innovation, being the first in the world to notarize documents in a language other than the country's official language.

Key Features:

1. Leadership Commitment:

Established under the visionary leadership of His Highness Sheikh Mansour bin Zayed Al Nahyan, exemplifying a commitment to excellence and innovation.

2. World-Class Notarial Services:

Elevate your legal experience with comprehensive notarial and legal services tailored for individuals, businesses, and government agencies.

3. Digital Notary Solutions:

Seamlessly navigate the legal landscape with our user-friendly online platform, offering swift and transparent digital notarization services.

4. Language Barrier Removal:

Access notarial services without translation hassles.

Scan for a step by step guide on how to submit an application

How to submit an application?

01 Start by visiting the ADJD website.

02 Select the Abu Dhabi English Notary Services.

03 Log into the portal through the UAE Pass using your phone number.

04 Choose the correct template related to your application. If your application is not covered by one of the provided templates, you may use your own template.

05 Choose the service related to your application. Once chosen, the details of the service requirements, required documents, terms and fees will be clearly outlined.

06 Select "apply for service". Complete the information by choosing a sub category, select the number of parties to the agreement and provide a brief description of the transaction.
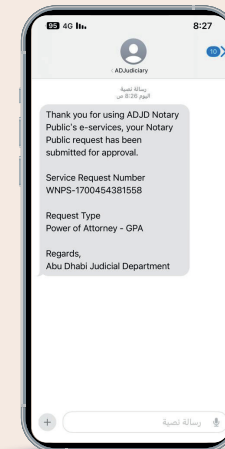
07 Select "requestor". You will note that your personal information will automatically appear as per your UAE Pass. Please verify that the information is correct. You will need to enter the details for the other party.

08 The next step is to upload the document that needs to be notarized. Please select "Upload your own Clauses" and upload the document. The document must be in PDF format.
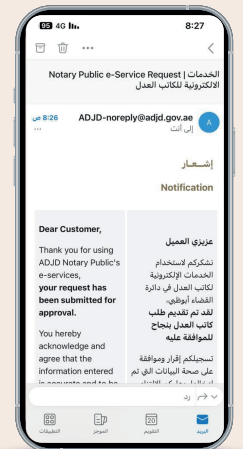
09 Upload all your supporting documents.

10 Review all the information and ensure that everything is correct. Once satisfied with the information, select "Submit request" and pay the court fee.
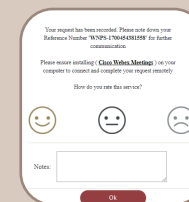
11 The request will be confirmed and you will be given the reference number to follow up.

Confirm sending directly via SMS

Confirm sending directly via email

Confirm sending directly via website