

## File lease renewal enforcement proceeding

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### Description of Service:

This service enables customers to file lease renewal enforcement proceeding of judgment, having the "Enforcement Seal" on, issued by First Instance Tribunals or appeal the decisions to Appellate Tribunals.

### Required Documents:

1. A copy of judgment stamped with Enforcement Seal
2. A copy of Enforcement Writ detailing the claims mentioned in the dispositive part of the judgment.
3. A passport copy of Enforcement Claimant
4. A passport copy of Enforcement Defendant, if he/she is a natural person, in accordance with dispositive part of the judgment, along with residency (for expatriate) and a copy of Emirates ID.
5. A copy of Commercial License if the lessor is a legal entity (company or establishment) and a copy of license holder's passport (if available).
6. Personal data of Enforcement Claimant and Enforcement Defendant (landline, mobile, email and address)
7. Details of leased property, its type and Makani Number (if available)
8. A copy of lease (Ejari) and previous leases

9. Receipts of court fee and case expenses
10. A copy of "Offer and Deposit" receipt (if available)
11. A copy of receipt of security deposit on Appeal (if available)
12. All documents must be submitted in Arabic or legally translated into Arabic.
13. A copy of inheritance certificate for the heirs if (Lessor) is deceased.
14. A copy of Power of Attorney attested by Notary Public for legal agent and Emirates ID.

#### Service Charges:

Fees	Description	Amount	Currency
	Service	100	AED
	Registration of Power of Attorney (if applicable)	25	AED
	Knowledge Fee	10	AED
	Innovation Fee	10	AED
	If the suit includes additional claims, surcharge thereof shall be calculated according to the type of claims.		AED

#### Channels Offering Service:

Name of the Channel	Working Hours	Service Duration

Rental Disputes Center (Disputes and Lawsuits Registration Section) <b>Note: Appeals are filed in Rental Disputes Center</b>	From 07:30 to 14:30 (Sunday to Thursday)	20 Minutes
Website (www.rdc.gov.ae)	(24 hours/7 days)	20 Minutes
Service Officer (external registration centres)	08:00 to 20:00 (Saturday to Thursday)	20 Minutes

**Beneficiaries:**

Lessor, Lessee, Property Management Company, and Law Firms

**Priority service to one of these categories:**

Individual with Special Needs – Dakhr Card Holders

**Responsible Department:**

Central Support Department

**Contact Us:**

Call Center 8004488



Email: [info@rdc.gov.ae](mailto:info@rdc.gov.ae)