



REMOTE CASE REGISTRATION

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الريادة في عمل المحاكم
PIONEERING IN COURT WORK

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Definition:

The Salfah Remote Case Registration aims at facilitating the transactions of Dubai Courts' clients by using advanced electronic services on the Courts' website to save time and energy. The applicant can enter the information related to the case, the parties involved and attach the required documents. The applicant can also register, transfer the file to a judicial circuit and set a hearing date after the payment of fees.

Goals of the program:

- ① Reinforcing electronic transformation of case registration.
- ② Optimal utilization of technological and electronic resources.
- ③ Speed and precision in case registration.
- ④ Transparency and ease of access to the judiciary.
- ⑤ Round the clock services.
- ⑥ Saving clients' time and energy.
- ⑦ Raising work efficiency and improving quality and speed in transaction completion.
- ⑧ Reinforcing partnerships.
- ⑨ Reducing registration services cost (For the Courts and the client).

Features of the program:

- ① Receiving electronic application 24 hours a day, 7 days a week.
- ② Completing transactions within minutes.
- ③ Not needing to be present at the courts to complete the

transaction.

- ④ Secure electronic payment.

Stages of procedures:

Stage one: Providing communication details of the applicant, determining the case type, topic and claim amount, along with the original claim if available. Upon saving these details, a registration number is issued.

Stage two: Entering or retrieving the data of the party or parties filing the case. Defining the lawyer or lawyers for each of the parties.

Stage three: Entering the data of the opponent party or parties in the case.

Stage four: Attaching the statement of claim or document dossier which forms the basis for the case approval, if available.

Stage five: Reviewing the application and verifying the accuracy of the data and sending the application.

Stage six: The application is reviewed by the Central Services Section, where it is reviewed and approved and is sent to the client for final approval.

Stage seven: After the approval by the Central Services Section, the case payment is made and a case number and a first hearing date are received.

The electronic services on Dubai Courts website can also be useful.

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