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| **Dieses Muster muss auf amtlichem Papier der ersuchenden Behörde ausgedruckt werden!**  **Ce modèle doit être imprimé sur papier à en-tête de l'autorité requérante !**  **Questo modulo deve essere stampato su carta intestata dell'autorità richiedente !** |

Place*,* date   
*المكان، التاريخ*

Via the Ministry of Foreign Affairs and   
International Cooperation of the United   
Arab Emirates to the Ministry of Justice of the United Arab Emirates

*من خلال وزارة الخارجية والتعاون الدولي في الامارات العربية المتحدة الى وزارة العدل في الامارات العربية المتحدة*

**Request for service of judicial documents in penal/civil/ matters   
*طلب خدمة الوثائق القضائية في (matters) المسائل/ (civil) المدنية/ (penal) العقوبات***

|  |  |
| --- | --- |
| In the matter of *في المسألة بشأن* | Plaintiff: **Surname, first name**, parentage, date of birth, place of origin, civil status, profession, address, citizenship, passport no., etc. (as complete as possible). |
| versus / *ضد* | Defendant: **Surname, first name**, parentage, date of birth, place of origin, civil status, profession, address, citizenship, passport no., etc. (as complete as possible). |

Concerning: english

(nature and purpose of the proceedings)   
*بشأن:* arabic

(طبيعة وغرض الإجراءات)

Please serve the following document(s): english

(nature and purpose of the document)  
*يرجى تقديم الوثيقة (المستندات) التالية:* arabic

(الطبيعة والغرض من الوثيقة)

|  |  |
| --- | --- |
| to:  الى: | **Surname, first name**, date of birth, place of origin, civil status, profession, address (place, street, name of the building, floor of the flat, office/apartment/mailbox number), citizenship, passport no., telephone (mobile phone, home and/or business number), father's name, etc. (as complete as possible). |

Please return the enclosed receipt, duly signed and dated by the addressee,  
or certify that the documents have been served. We thank you for your collaboration.

*يرجى إرجاع الإيصال المرفق، موقّع على النحو الواجب والمؤرخ من قبل المرسل إليه، أو التصديق على أن الوثائق التي قد تم تقديمها. نشكركم على تعاونكم.*

*.*  
Best regards  
*مع أطيب التحيات* (seal & signature)

Enclosures mentioned  
*مرفقات كما ذكر*