

How to Issue a Power of Attorney Online in Dubai (Step-by-Step UAE Pass Guide)

Introduction

A Power of Attorney (POA) allows one person to legally authorise another person to act on their behalf for specific matters. In Dubai, a POA may be required for property transactions, business activities, banking matters, legal procedures, vehicle related matters, and other personal or commercial purposes.

With the increasing availability of digital government services, eligible applicants can complete certain notary procedures electronically. UAE Pass can be used as a digital identity for accessing participating government services, making the process more convenient for residents and eligible users.

If you are searching for [power of attorney Dubai](#) services, understanding the online process, document requirements, UAE Pass verification, and notarization procedure can help you prepare your application correctly.

What Is a Power of Attorney?

A Power of Attorney is a legal document through which a principal authorises another person, known as the agent or attorney, to perform specified actions on their behalf.

The authority granted can be broad or limited depending on the wording of the document.



For example, a person may give another individual authority to handle a particular property transaction, represent them before a government authority, manage certain business matters, or complete a defined legal procedure.

Because the powers granted can have legal consequences, the wording of the POA should be prepared carefully.

Can You Issue a Power of Attorney Online in Dubai?

Dubai provides electronic government and notary services that allow eligible users to complete certain procedures digitally.

Depending on the type of POA and the applicable requirements, the process may involve electronic submission, identity verification, document review, payment, and electronic notarization.

UAE Pass can provide digital identity verification when supported by the relevant service.

However, not every type of Power of Attorney will necessarily follow the same online process. The requirements can vary according to the purpose of the POA, the parties involved, and whether the document is intended for use inside or outside the UAE.

Step 1: Determine the Purpose of the POA

Before preparing the document, clearly determine why you need the Power of Attorney.

The purpose could relate to:

- Property transactions
- Business or company matters
- Banking activities
- Government procedures
- Legal representation
- Vehicle related matters

The authority granted should be appropriate for the intended purpose. Avoid giving broader powers than necessary when a limited POA can accomplish your objective.

Step 2: Prepare the Power of Attorney Document

The POA should clearly identify the principal and the appointed agent.

It should also explain the powers being granted and any limitations or conditions.

The wording is particularly important because the authorised person may only be able to perform actions specifically permitted under the document.

For complex commercial, property, or legal matters, professional assistance with drafting can help ensure that the document accurately reflects the authority you intend to provide.

Step 3: Prepare the Required Identification Documents

The parties may need to provide identification documents and other supporting information depending on the selected notary service.

Make sure the names and identification details in the POA match the official documents.

If a party is represented by a company or another legal entity, additional corporate documents may be required.

Step 4: Access the Online Notary Service

Use the relevant official Dubai digital notary service to begin the application.

Select the appropriate Power of Attorney or notary service and provide the information requested by the system.

The exact steps may differ depending on the type of POA and the current digital service available.

Step 5: Sign In Using UAE Pass

Where UAE Pass is supported, use your UAE Pass account to verify your identity and access the digital service.

UAE Pass provides a secure digital identity that can be used to access participating UAE government services.

Before starting, ensure that your UAE Pass account is active and your registered information is accurate.

Step 6: Upload the Required Documents

Upload the Power of Attorney and any supporting documents requested by the relevant service.

Documents should be clear, complete, and consistent with the information entered in the application.

If the POA is being prepared for a specific transaction, check whether the receiving organisation or authority has additional requirements before submitting the document.

Step 7: Review and Submit the Application

Review the entire application carefully before submission.

Pay particular attention to:

- Principal and agent details
- Powers granted
- Dates and validity
- Supporting documents
- Contact information

Errors in a legal document can cause delays or require the document to be amended and notarized again.

Step 8: Complete Payment and Notarization

If applicable, pay the required notary or government fees through the available electronic payment method.

Depending on the service and type of POA, additional identity verification or electronic signing may be required.

After the relevant checks are completed, the document can be electronically notarized if it qualifies for the digital process.

What If the Power of Attorney Is for Use Outside the UAE?



A POA intended for use in another country may require additional authentication after notarization in Dubai.

The exact procedure depends on the destination country and the authority receiving the document. It may involve UAE Ministry of Foreign Affairs attestation, embassy or consulate procedures, and translation requirements.

Therefore, determine where the POA will ultimately be used before starting the process.

How Long Does an Online POA Take?

Processing time can vary depending on the type of Power of Attorney, completeness of the application, document verification, and any additional approvals required.

Straightforward digital applications may be processed more quickly when all information and documents are correct.

Applications involving complex legal documents, overseas parties, corporate structures, or additional authentication may require more time.

Common Mistakes to Avoid

One of the most important steps is ensuring that the powers granted in the document are accurate.

Applicants should avoid using a generic POA without checking whether it covers the exact transaction or authority required.

Other potential problems include mismatched identification information, incomplete documents, incorrect personal details, and failing to check whether additional attestation is required for overseas use.

Why Professional Assistance Can Help

Although digital notarization can simplify the process, preparing a legally appropriate POA can still be complicated.

The wording needs to accurately describe the authority being granted, while the supporting documentation needs to satisfy the applicable requirements.

Takween Advisory can assist clients looking for power of attorney Dubai services by helping them understand the applicable process and documentation requirements.

Professional assistance can be particularly useful for business, property, corporate, and international transactions where the wording and supporting documents may require additional attention.

Final Thoughts

Issuing a Power of Attorney online in Dubai can be convenient when the document and transaction qualify for electronic processing. UAE Pass can simplify digital identity verification, while online notary services can reduce the need for in-person visits.

However, the process depends on the type and purpose of the POA. A document intended for use outside the UAE may also require additional authentication or attestation.

If you need power of attorney Dubai assistance, Takween Advisory can help you understand the applicable requirements and organise the documentation needed for your Power of Attorney.