

In the UAE the notice goes through the notary. In Saudi Arabia it is a notice of default, not a “legal notice”. The definition of an “instrument” in Federal Decree-Law No. 20 of 2022 on the notary profession covers every document, contract, notification or warning that a notary draws up, notarises, or serves on the persons concerned. [1] In commercial matters, Federal Decree-Law No. 50 of 2022 provides for service through a notary, registered post, or electronic means. This page states no article number of that decree-law. [2] In Saudi Arabia, notice of default may be given by any method the parties agreed or that the law prescribes for service, and filing the claim is one of those methods. [3] The UAE Civil Transactions Law in force is Federal Decree-Law No. 25 of 2025, in force on 1 June 2026. Article 2 of the issuing decree-law repeals Federal Law No. 5 of 1985. This page states no default-notice article of the new law. [4]

🔗 **Notary profession:** <https://uaelegislation.gov.ae/en/legislations/1563>

🔗 **Civil Transactions Law:** <https://laws.boe.gov.sa/BoeLaws/Laws/LawDetails/655fdb42-8c96-422b-b8c4-b04f0095c94c/1>

🔗 **UAE e-Notary:** <https://www.moj.gov.ae/en/services/esystems/e-notary.aspx>

Legal notice

A draft notice demanding a sum, seeking eviction or non-renewal, giving notice of default before termination, or notifying the end of a contract, for use in the GCC. Saudi law does not use the name “notarised legal notice”; the statutory terms are formal notice of default and written notice. Replace every [bracket] and delete the option that does not apply. This is a starting point. Have it reviewed by a lawyer licensed in the relevant jurisdiction before you use it.

Clause 1: The parties

I, [name], identity / commercial registration [●], of [national or elected address] (the “Notifying Party”), give notice to [name], identity / commercial registration [●], of [national or elected address] (the “Addressee”).

Clause 2: Capacity and the right relied on

I give this notice as: [principal / attorney under power no. ● / manager of ●]. The right relied on is: [contract dated ● / invoice no. ● / promissory note / judgment].

Clause 3: Facts

- (1) On [date]: [the fact].
- (2) On [date]: [what was demanded and what was performed].
- (3) Outstanding on the date of this notice: [●].

Clause 4: Subject of the notice

- (a) Payment: I demand [amount and currency] for [the cause]. Delete this option if you are not demanding a sum.
- (b) Eviction or non-renewal: I demand vacant possession of [the premises] / non-renewal of the [lease](#) ending on [date]. Delete this option if there is no lease.
- (c) Notice before termination: I put the Addressee on notice to perform [the obligation] before termination of [the contract]. Delete this option if you are not terminating for breach.
- (d) Notice of ending: I give notice that [the contract] ends on [date] because [●]. Delete this option if you are not ending a contract.

Clause 5: Time and how to perform

I allow until [date]. Performance is by [transfer to account ● / delivery at ● / vacating the premises].

Clause 6: If there is no response

If the time expires without performance, I will take the steps the law allows, including a claim for compensation and costs where those are available. The claim form is the [statement of claim](#).

Clause 7: Reservation of rights

This notice does not waive a right, a time limit, a term, or a claim that it does not mention.

Clause 8: How the notice is served

- (a) UAE: through the notary.
- (b) Bahrain: by a notice to the debtor, a registered letter with acknowledgement of receipt, an official paper that stands in place of the notice, or a method the parties agreed.
- (c) Saudi Arabia: by the agreed method, or by a method the law prescribes for service, including filing the claim.
- (d) A method named in the contract: [●].

Clause 9: Signature and attachments

Notifying Party: name [●] · capacity [●] · signature [●] · date [●]

Attachments: as in Annex 1.

Notes for Saudi Arabia

The terms here are formal notice of default and written notice. The Civil Transactions Law does not name the step a notarised legal notice. [3][5]

Point	Text
Notice of default	It may be given by any method the parties agreed or that the law prescribes for service, including filing the claim (Article 177). [3]
Termination	Termination for non-performance follows notice to the party in breach (Article 107). [3]
Termination condition	It does not dispense with notice unless the parties agree expressly (Article 108). [3]
Commercial claims	The Commercial Courts Law regulates notice before some commercial claims. This page states no article number. [5]

Notes for the United Arab Emirates

A legal notice is drawn up, notarised and served through the notary. [1][2][4]

Point	Text
Instrument	The definition covers every notification or warning a notary draws up, notarises, or serves (Article 1 of Decree-Law No. 20 of 2022). [1]
Commercial transactions	Service through a notary, registered post, or electronic means, under Decree-Law No. 50 of 2022. No article number is stated. [2]
Civil law	Decree-Law No. 25 of 2025 is in force on 1 June 2026. Article 2 of the issuing decree-law repeals Law No. 5 of 1985. This page states no default-notice article of the new law. [4]

Notes for Bahrain

Notice of default under the Civil Code, Decree-Law No. 19 of 2001. [6]

Point	Text
Notice	By a notice to the debtor, a registered letter with acknowledgement of receipt, an official paper in place of the notice, or any other method the parties agree (Article 221). [6]

Qatar, Kuwait and Oman

- Qatar: default-notice rules in the Civil Law were not checked for this page. Read them with a Qatari lawyer.
- Kuwait: articles of the Civil Code were not checked. Read them with a Kuwaiti lawyer.
- Oman: the default-notice article of the Civil Transactions Law was not verified. Read it with an Omani lawyer.

Annex 1: Attachments

Attach the instrument named in clause 2, not an undescribed bundle.

No.	Description	Type
1	[Description]	[Contract / invoice / promissory note / judgment]
2	[●]	[●]
3	[●]	[●]

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Sources

- [1] UAE Legislation, Federal Decree-Law No. 20 of 2022 regulating the notary profession, Article 1 (definitions) <https://uaelegislation.gov.ae/en/legislations/1563>
- [2] UAE Legislation, Federal Decree-Law No. 50 of 2022 issuing the Commercial Transactions Law (notice in commercial matters; this page states no article number) <https://www.uaelegislation.gov.ae/en/legislations/1610>
- [3] Bureau of Experts, Civil Transactions Law (Royal Decree No. M/191 of 29/11/1444H) <https://laws.boe.gov.sa/BoeLaws/Laws/LawDetails/655fdb42-8c96-422b-b8c4-b04f0095c94c/1>
- [4] UAE Legislation, Federal Decree-Law No. 25 of 2025 (Civil Transactions Law) <https://uaelegislation.gov.ae/en/legislations/4011>
- [5] Bureau of Experts, Commercial Courts Law <https://laws.boe.gov.sa/BoeLaws/Laws/LawDetails/38334008-3b70-4c6c-b3af-aba3016a8061/1>
- [6] Legislation and Legal Opinion Commission, Bahrain Civil Code, Decree-Law No. 19 of 2001 <https://www.lloc.gov.bh/Legislation/HTM/L1901>
- [7] UAE Ministry of Justice, e-Notary system <https://www.moj.gov.ae/en/services/esystems/e-notary.aspx>