Criminal case preparation checklist

Before contacting a lawyer in Abu Dhabi

1. Identify your role and objective

Accused person, witness, victim or family member: explain the assistance you need.

2. Provide case details and the next appointment

Authority, police report or case number, latest procedure, and nearest hearing or summons.

3. Attach the complete procedural document

Summons, decision or referral order; the judgment and its reasons if issued.

4. Write a concise chronology

Distinguish firsthand knowledge from information received from others, and identify gaps.

5. Organize evidence and preserve originals

Contracts, transfers, complete communications, reports and attachments.

6. Explain previous requests and representation

Attach earlier requests and decisions, the service agreement and any power of attorney.

7. Explain foreign documents and remote arrangements

State document languages and your current location; discuss authorization and translation requirements.

8. Agree on scope, deliverables and fees

Consultation, file review, preparation of a request or representation: clarify what the agreement covers.

This checklist organizes the file; it is not a legal opinion or a guarantee of an outcome.

Avoid publishing recordings or private evidence before reviewing how they may be used.

© CapitalLawFirm.ae - All rights reserved