



Service Level Agreement (Enforcement)

Introduction

The Notary and Enforcement Directorate is committed to achieving customer satisfaction by providing efficient and effective services with prompt delivery. The service processing time, specified in the table below, depends on the type of service, the availability of required documents, and customer requirements. The aforementioned timeframe is not applicable if the service involves third parties, such as the judiciary or other government authorities, depending on the jurisdiction .

Service Completion Levels

	Enforcement Service	Service Requirements	Fee	Service Processing Time	How to Submit a Request
1	The service of documenting marriage contracts concluded outside the court through the officiant	<ol style="list-style-type: none"> Original application form for the issuance of the marriage contract document received from the officiant. Original premarital medical examination certificate and a copy for the Ministry of Justice, Islamic Affairs and Waqf. Originals of all documents on which the notary relied in the application form to issue the marriage contract document. 	No service fee	15 Minutes	Personal attendance at the Sharia procedures department in the Sharia court building in Riffa - Al Hunainiyah to submit the papers for documentation and to receive the marriage contract after issuance.
1	Issuing a statement based on an existing enforcement request	Submit a Statement Request Form.	No service fee	1-3 Working Days	The eGovernment National Portal: www.bahrain.bh

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		<p>issued by the Kingdom of Bahrain, given an executive format, must be included along with the foreign judgment. (Attaching the remaining required documents from 1 to 6).</p> <p>8. In the event of submitting a request to fulfill the amount of the executive instrument (convicted person), the following must be attached:</p> <ol style="list-style-type: none"> Copy of the Execution Deed to be fulfilled. Applicant's address, phone number, and email. Addresses of the persons in whose favor the Execution Deed to be fulfilled was issued, along with their mobile phone numbers and email addresses. <p>9. Attach the appeal or cassation ruling, if it exists, by including a copy of the court ruling with the execution request and attaching the remaining required documents from 1 to 6.</p>			
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