

## **Name of service**

Answer the inquiries received from the courts and specialized official parties

## **Division**

Legal affairs

## **Recipients of Service**

Courts and relevant official parties

## **Available Forms**

Not available

## **Service Description**

Answer the inquiries received to the ASE from courts and relevant official parties

## **Requirements and Conditions of Service**

Receiving letter from the party prepared. accordance with the accepted requirements

## **Required Documents**

Letter to the ASE from the court or any official party prepared.accordance with the accepted requirements .

## **Service Steps and procedures**

A- Examination the inquiry after receiving the letter from the party prepared accordance with the accepted requirements.

B- Communicate with the relevant department if the answer is attached/ with one of the ASE departments,.

C- After preparing the answer of the inquiry, the party addressing to provide it with the letter and its attachments.

## **Service Fees**

N/A – Not applicable

## **Approximate Time for Completing the Service**

Not more than three days from the date the require is received.

## **Contact Details**

- Legal department/ Amman Stock Exchange
- Tel 0096265664109
  - Ext. 1111/1112/1113/1114

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