



User Guide for Abandoned Endowment Reporting Service

[Click here](#)

to access the service





Service Overview:

This service enables individuals to report unknown endowments (awqaf), i.e. endowments whose disbursement channels have been disrupted and for which there is no known supervisor (nazir) managing them.



Service Requirements:

For a report on an unknown endowment to be accepted, seven conditions must be met as stipulated in Article 4 of the Rules for Reporting Abandoned Endowments. These Rules are as follows:

01

The reported endowment must have no actual or legal supervisor.

02

The reported endowment must fall within the scope of application of Article (3) of these Rules.

03

The reported endowment must not already be known to the Authority.

04

The report must demonstrate that the endowment's disbursement channels are disrupted due to its disappearance or the loss of its endowment deed.

05

The report must be supported by valid means of proof.

06

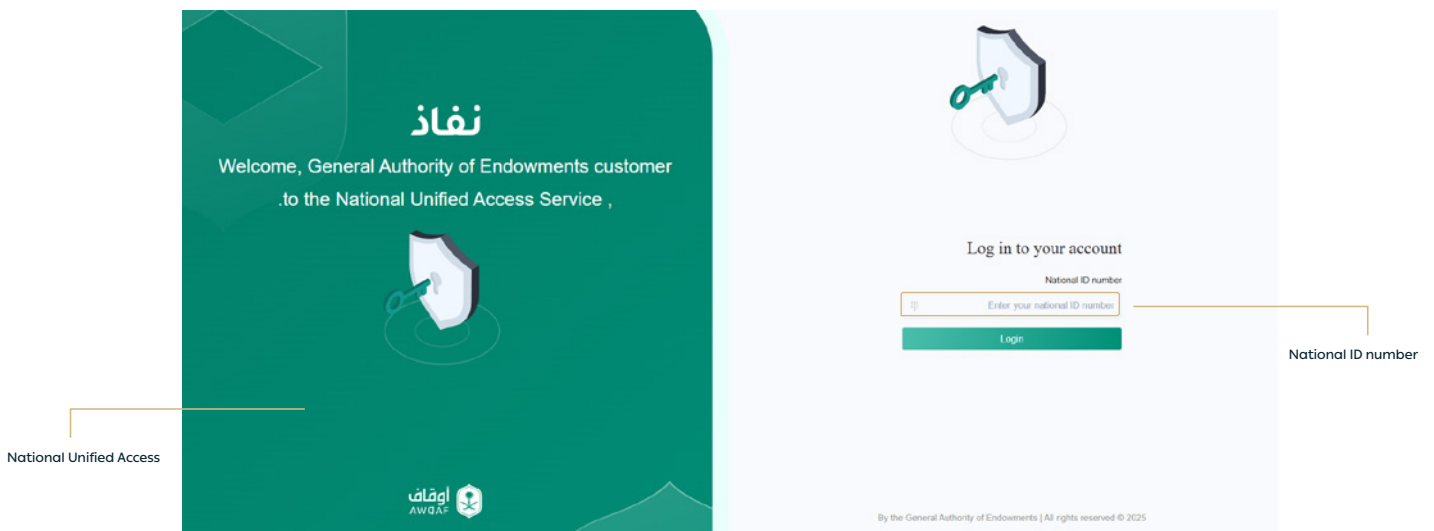
There must be no ongoing legal proceedings regarding the supervision, proof, or entitlement of the endowment, and no final, binding judgment issued within the past five years.

07

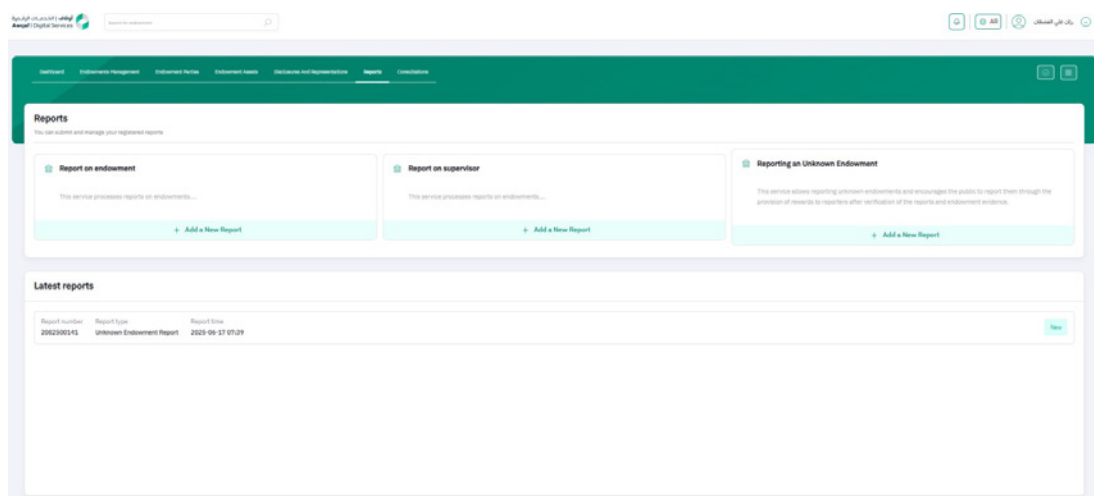
The report must be submitted through the Authority's official website.

Service Steps:

Log in by entering your National ID number and password, or via the identity authentication management (Nafath)

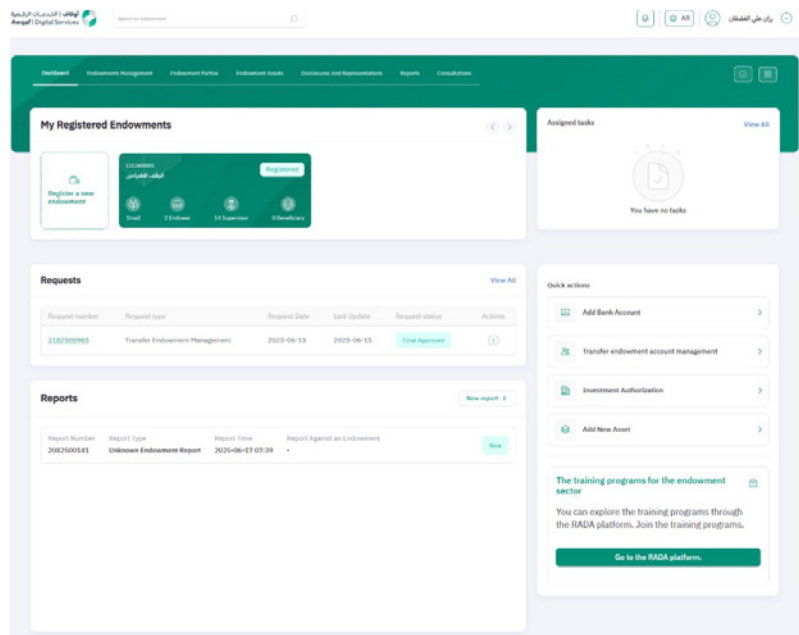


From the Home page, select Reporting an Unknown Endowment or a New Report. You can access via both options.

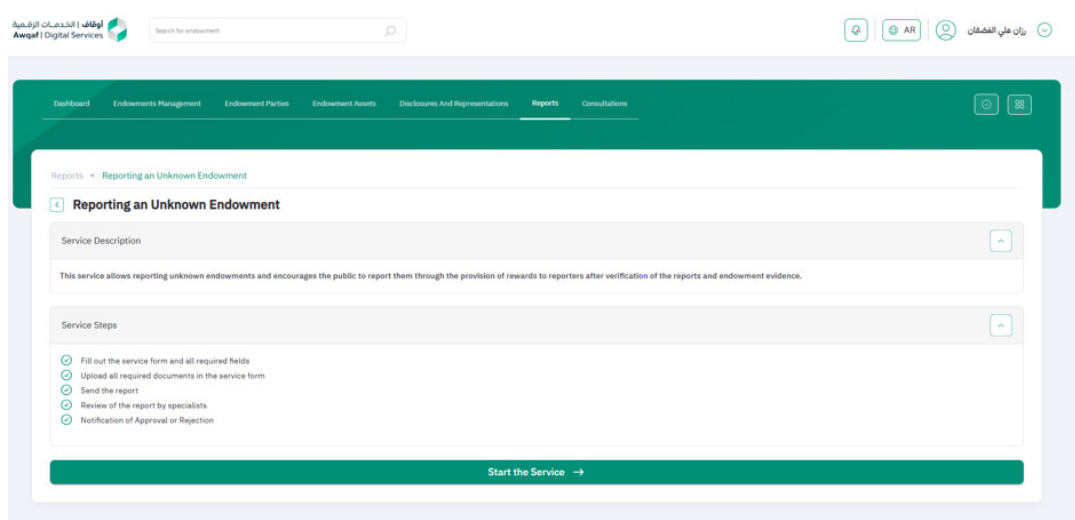


Service Steps:

Select Reporting an Endowment service (Adding Abandoned Report)



After reading the service description and understanding the required steps, press the Start the Service button.



Step (1):

Enter the role of the applicant who reported the unknown endowment.

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Reports » Reporting an Unknown Endowment

Applicant's Role
You have completed 1 step out of 5 steps

1 Applicant's Role 2 Details of the reported endowment 3 Additional information, if available 4 Documents 5 Declarations and Commitments

Is the reporter considered as a Trustee for this Endowment? *

Yes No

Is the reporter one of the heirs of the endower? *

Yes No

Is the reporter one of the heirs of the trustee? *

Yes No

Is the reporter one of the beneficiaries of the endowment? *

Yes No

Is the reporter is a representative of any of the individuals mentioned above? *

Yes No

Next →

Fill in the data of the endowment to be reported.

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Step (3):

Additional information, if available, for the reported endowment.

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Reports - Reporting an Unknown Endowment

Additional information, if available
You have completed 3 steps out of 5 steps

1 Applicant's Role 2 Details of the reported endowment 3 **Additional information, if available** 4 Documents 5 Declarations and Commitments

Endowment name

Known Unknown

Name of the endower

Known Unknown

Beneficiary of the endowment

Choose from the list

Estimated value of the endowment

Known Unknown

← Previous Next →

Step (4):

Answer the displayed questions, and attach the supporting documents, if required.

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Reports - Reporting an Unknown Endowment

Documents
You have completed 4 steps out of 5 steps

Applicant's Role Details of the reported endowment Additional information, if available **Documents** Declarations and Commitments

Do you have the title deed for the endowment or a document of ownership? *

Yes No

Do you have a deed or document for the endowment? *

Yes No

Do you have a management deed for the endowment? *

Yes No

Do you have a report on the condition of the endowment? *

Yes No

Do you have previous statements or correspondence regarding the endowment? *

Yes No

Do you have any other supportive documents? *

Yes No

← Previous Next →

Step (5):

By submitting this application, the applicant declares and commits that the data entered in the report is true.

After sending the application, a message will appear indicating that the request is in progress.

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