

1. **NOTICE OF APPLICTION FOR GRANT OF LETTERS OF ADMINISTRATION** - This is to notify the public in case of an application for letters of administration in case the deceased died intestate.

THE REPUBLIC OF UGANDA

IN THECOURT OFHOLDEN AT.....

ADMINSTRATION CAUSE NO.....OF 20.....

IN THE MATTER OF THE SUCCESSION ACT (CAP 162)/ ADMINISTRATION OF SMALL ESTATES ACT AS AMENDED)

IN THE MATTER OF THE ESTATE OF (DECEASED) FORMERLY A RESIDENT OF..... (Village/Sub-county/County/District)

AND

IN THE MATTER OF AN APPLICATION FOR GRANT OF LETTERS OF ADMINISTRATION BY (Name, description and place of residence)

NOTICE OF APPLICATION

TO WHOM IT MAY CONCERN

TAKE NOTICE that an application for Letters of Administration to the Estate of the late (Deceased's Description)

This court will proceed to grant the same if no caveat is lodged with this Honourable court of Uganda within (14) fourteen days from the date of publication of this notice, unless cause has been shown to the contrary.

DATED at Kampala this Day of20.....

DEPUTY REGISTRAR

2. **PETITION-** Application for letters of administration and these are applied for when the deceased died intestate and are used to manage the estate of the deceased.

THE REPUBLIC OF UGANDA

IN THE HIGH COURT OF UGANDA AT

**ADMINISTRATION CAUSE NO: OF
.....**

IN THE MATTER OF THE SUCCESSION ACT (CAP 162)

**IN THE MATTER OF THE ESTATE OF LATE (DECEASED)
FORMERLY A RESIDENT OF (Village/Sub-
county/County/District)**

AND

**IN THE MATTER OF AN APPLICATION FOR GRANT OF LETTERS OF
ADMINISTRATION BY
(Son/Daughter/Widow/Father/Mother/Sister/Brother) TO THE DECEASED**

PETITION

To.....

.....

.....

The humble petition of
(Son/Daughter/Widow/Father/Mother/Sister/Brother) showeth;-

1. That the petitioner is an adult person of sound mind and a citizen of Uganda.
2. That the late (Hereinafter referred to as the deceased) died intestate in (Date) at (Place).
3. That the deceased at the time of his/her death left the following children namely:-
 - a)
 - b)
 - c)
 - d)
4. That the deceased did not leave a will.
5. The deceased by the time of his/her death left the following property:-
 - a)
 - b)
 - c)
6. That the petitioner believes that the approximate value of the property likely to come into her/his hands is estimated at Shs..... (In words).
7. That the deceased at the time of his/her death had a fixed place of abode at (Village/Sub-county/County/District).

8. That the petitioner prays to this Honourable court that pursuant to the provisions of the Succession Act, the Letters of Administration to the Estate of the said deceased be issued to the petitioner.
9. That whatever I have stated herein above is true and correct to the best of my knowledge and belief.

DATED at Kampala this Day of20.....

By the said:

PETITIONER

BEFORE ME:

COMMISSIONER FOR OATHS

Drawn & filed by:

Petitioner

3. **ADMINISTRATION BOND** – commitment to manage the deceased’s estate appropriately and make inventories.

THE REPUBLIC OF UGANDA

IN THE COURT OF UGANDA AT

PROBATE/ADMINISTRATION CAUSE NO: OF 20.....

**IN THE MATTER OF THE ESTATE OF THE LATE
(DECEASED) FORMERLY RESIDENT OF (Village/Sub-
county/County/District)**

AND

IN THE MATTER OF APPLICATION FOR LETTERS OF ADMINISTRATION

BY

(Son/Daughter/Widow/Father/Mother/Sister/Brother) TO THE DECEASED

ADMINISTRATION BOND

KNOW all persons that I/we (Relationship to the deceased). DO HEREBY bind ourselves unto the High Court of Uganda in the sum of Shs..... (In words), esquire, the magistrate or to any magistrate of the above court for the time being, for which payment well and truly to be made, I/we bind myself/ourselves/my/our heirs, executors and administrators firmly by these present.

SIGNED and DATED at Kampala the day of 20.....

.....
.....

I/we, the intended administrator(s) of all and singular the personal effects of (Deceased), will when lawfully called upon in that behalf make a true and perfect inventory thereof, and to truly administer the same according to law, and to make a just and true account of the said administration whenever required by law so to do and to deliver and pay unto such person or persons as shall be entitled.

If it shall hereafter appear that any Will was made by the said deceased, and the executor(s) therein named do apply for Probate, thereof if the said being thereunto required to deliver up the said Letters of Administration, then the obligation to administer the estate shall be void.

SIGNED and DATED at Kampala this day of20.....

By the said:

Petitioner(s)

MAGISTRATE/DEPUTY REGISTRAR

**4. CAVEAT FORBIDDING THE GRANT OF LETTERS OF
ADMINISTRATION**

THE REPUBLIC OF UGANDA

IN THE COURT OF UGANDA AT

.....

ADMINISTRATION CAUSE NO: OF 20.....

IN THE MATTER OF THE ESTATE OF THE LATE
(DECEASED)

AND

IN THE MATTER OF AN APPLICATION FOR LETTERS OF ADMINISTRATION
BY (Son/Daughter/Widow/Father/Mother/Sister/brother)
TO THE DECEASED

CAVEAT

LET NOTHING BE DONE TO THE ESTATE OF THE LATE
..... (Deceased of Village/Sub-county/County/District)
without notice to (Relationship to the deceased)

The grounds which this caveat is lodged are stated in the affidavit of
Here to attached.

DATED at Kampala this Day of 20.....

CAVEATOR

MAGISTRATE/DEPUTY REGISTRAR

5. DIVORCE PETITION

THE REPUBLIC OF UGANDA

IN THE COURT OF UGANDA AT

.....

DIVORCE CAUSE NO: OF 20.....

..... **PETITIONER**

VERSUS

..... **RESPONDENT**

PETITION FOR DIVORCE

The humble petition of Of (Address) shoes:

1. That the petitioner is a female/male adult Ugandan resident of (Village/Sub-county/County/District). The petitioner will effect court process personally.
2. The respondent is a female/male Ugandan resident of (Village/Sub-county/County/District). The petitioner undertakes to effect service to her/him.
3. That the petitioner was married to the respondent on in a church ceremony at Church and/or customary marriage under Custom at (Village/Sub-county/County/District).
4. The petitioner shall aver that since the solemnization of the marriage, the respondent has deserted him/her or committed adultery or been cruel (state acts of cruelty).
5. That all steps by relatives were done to settle differences have failed.
6. The petitioner shall aver that due to irrevocable differences, the marriage to the respondent has irretrievably broken down.
7. That in (date), the respondent started being cruel to the petitioner by denying him/her conjugal rights claiming that the blessed virgin had told him/her not to indulge with petitioner as result the petitioner suffered mentally and psychologically. **(outline all the other particulars of cruelty)**
8. The cause of action arose in which is in this court's jurisdiction.
9. That this petition is not prosecuted in collusion or connivance with the respondent or with any other person connected in any way with the proceedings nor is your petitioner guilty of condemnation.
10. The petitioner humbly prays this Honourable Court for orders that:
 - a. The marriage to the respondent be dissolved by this court and a decree nisi be granted.
 - b. Custody orders be made for the children.(give the names)
 - c. Orders on disposal of matrimonial property.
 - d. Any other remedy that this Honourable Court may deem fit.

DATED at this Day of 20.....

PETITIONER

VERIFICATION

I, certify that the statements above are true to the best of my knowledge and belief.

PETITIONER

(Attach list of witnesses and list of documents to support the petition)

6. SUMMONS TO ANSWER PETITION

THE REPUBLIC OF UGANDA

IN THE COURT OF UGANDA AT

DIVORCE CAUSE NO: OF 20.....

..... PETITIONER

VERSUS

..... **RESPONDENT**

SUMMONS TO ANSWER PETITION

To:

.....

.....

WHEREAS the above named petitioned this court for a decree of dissolution of marriage (a copy of which petition is attached hereto).you are hereby summoned to appear in this Court in person or by an agent on the day of 20..... at O'clock in the fore/afternoon or as soon thereafter as the case can be heard, to answer the above petition and for such further orders as the Court may make for the disposal of the suit.

FURTHER TAKE NOTICE that in default of your doing, the petition will be heard and determined in your absence.

Given under my hand and seal of this Court this Day of 20.....

MAGISTRATE/DEPUTY REGISTRAR

7. ANSWER TO THE PETITION

THE REPUBLIC OF UGANDA

IN THE COURT OF UGANDA AT.....

DIVORCE PETITION NO: OF 20.....

..... **PETITIONER**

VERSUS

..... **RESPONDENT**

ANSWER TO PETITION AND CROSS-PETITION

1. The respondent is an adult female/male of (Address) and resident of (Village/Sub-county/county/District).
2. The respondent admits that a valid marriage subsisted with the petitioner and confirms that there are Children in the marriage.
3. The respondent denies acts of cruelty or desertion or adultery and the petitioner shall be put to strict proof.
4. The respondent cross-petitions for divorce/judicial separation or nullity. (select the relevant one)
5. (state grounds or reasons for the cross petition)
6. Your respondent submits to the jurisdiction of this court.
7. The respondent prays for:
 - a) Decree nisi
 - b) Judicial separation
 - c) Custody and maintenance order
 - d) Division of matrimonial property
 - e) Any other relief Court deems fit.

SIGNED

RESPONDENT

8. SEPARATION AGREEMENT

THE REPUBLIC OF UGANDA

THE CONTRACT ACT No. 2/2010

SEPARATION AGREEMENT

THIS AGREEMENT MADE THIS DAY OF 20.....

BETWEEN

..... (Details of the first party) (Hereinafter referred to as the wife)

AND

..... (Details of the second party) (Hereinafter referred to as the husband)

AND WHEREAS the parties were blessed with Children (outline the names).
(Hereinafter referred to as the children)

AND WHEREAS the relationship between the parties has been broken down the reasons are not mentioned.

NOW THEREFORE, THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. Non molestation
The parties mutually agree that there shall be no molestation of one of the other during the continuance of the agreement and in case of breach.
2. Maintenance of wife and children
 - a) The husband shall provide for the maintenance of the children and the wife.
 - b) The maintenance of the wife shall continue subsisting on condition that she remains chaste.
3. Live a part
The parties agree that they shall continue to live separately in consideration for having each other's consortium.
4. Dum casta clause
None of the parties to the agreement shall be at liberty to have sex outside marriage or with another person during the subsistence of this agreement.
5. Agreement relating to property
 - a) Each party shall be entitled to take property which constitutes necessary wearing apparel.
 - b) Other property shall be shared equally by the parties.
6. Duration
This agreement shall unless otherwise agreed upon by the parties run for Years from the date of execution, save herein, this agreement can be terminated by mutual consent.
7. Custody
The parties agree that the custody of the children shall go to the wife and the husband shall have access to them provided that he visits at reasonable time.
8. Amendment
The agreement may be amended anytime upon the agreement by the parties hereto and amendments shall be reflected in writing and duly signed by the parties and witnessed.

IN WITNESS WHEREOF, the parties have set their hands hereto on the date and year first mentioned above;

Signed by the said:

WIFE

In the presence of

Signed by the said

HUSBAND

In the presence of

9. APPLICATION FOR CUSTODY

THE REPUBLIC OF UGANDA

IN THE FAMILY AND CHILDREN COURT AT.....

FAMILY CAUSE NO: OF 20.....

IN THE MATTER OF (Name of the child and age)

AND

IN THE MATTER OF AN APPLICATION FOR CUSTODY

APPLICATION FOR CUSTODY

Under Rule 19(3) of the children (family and children court Rules) S.I 59-2

I, (Name, address and relationship to the child) hereby apply for a custody order against (Person with the child and relationship to the child) on the following grounds:

1. That I am (relationship to the child)
2. That I am a fit and proper person to take care of the child.
3. That the respondent (give reasons as to why the respondent is not fit to stay with the children)

DATED at Kampala this Day of 201.....

APPLICANT

(Attach affidavit in support of the application)

10. APPLICATION FOR GUARDIANSHIP

THE REPUBLIC OF UGANDA

IN THE HIGH COURT OF UGANDA AT KAMPALA (FAMILY DIVISION)

MISCELLANEOUS CAUSE NO: OF 20.....

IN THE MATTER OF (Name of the child) (An infant)

AND

IN THE MATTER OF AN APPLICATION FOR GUARDIANSHIP BY

NOTICE OF MOTION

(Under Article 139(1), 34(1) and (2) of the Constitution, Ss. 14, 33 and 39 Judicature Act, Cap. 13, S. 98 CPA, Cap. 7, Ss. 3,4,5,6 Children’s Act, Cap. 59 and O. 52 Rr 1 and 3 CPR S. I 71-1)

TAKE NOTE that this Honourable Court will be moved on the Day of 20..... at o’clock in the fore/afternoon or soon thereafter as counsel for the applicant shall be heard on an application for orders that:

- a) This Honourable Court be pleased to appoint (Name of the applicant) as guardian of (Name of the child).
- b) The applicant be granted custody of the said infant.
- c) That the costs be met by the applicant.

TAKE FURTHER NOTICE that this application is supported by the affidavit of the applicant, which contains the grounds of the application but briefly are;

- 1. (Outline the grounds briefly)

DATED at Kampala this Day of 20.....

COUNSEL FOR THE APPLICANT

Given under my hand and seal of this Honourable Court

This Day of 20.....

REGISTRAR

(Attach an affidavit in support of the application)

11. PLAINT ON REVOCATION OF LETTERS OF ADMINISTRATION – this application is made by the party that is aggrieved by the issuance of letters of administration to another party or can also be made in case the administrator of the estate is mismanaging it.

THE REPUBLIC OF UGANDA

IN THE HIGH COURT OF UGANDA AT KAMPALA (FAMILY DIVISION)

ADMINISTRATION CAUSE NO: OF 20.....

..... **PLAINTIFF**

VERSUS

..... **DEFENDANT**

PLAINT

(Under S. 234, 265 Succession Act, Cap. 162, O.4 R.1 CPR S.I 71-1)

1. The plaintiff is a female/male adult Ugandan of sound mind and a beneficiary to the estate of the late (Deceased) whose address for the purposes of this suit is
2. The defendant is a female/male of adult Ugandan of sound mind and holds letters of administration to the estate of the late (Deceased) and the plaintiff's advocates undertake to effect service of the court process upon her.
3. The plaintiff's claim against the defendant is for;
 - a) An order revoking the grant of letters of administration to the defendant.
 - b) A declaration that the plaintiff be granted the said letters of administration.
 - c) A permanent injunction restraining the defendant from any other dealings in the estate.
 - d) An order that the defendant surrenders the letters of administration and files a comprehensive inventory.
 - e) Costs
4. The facts constituting the plaintiff's cause of action arose as follows;
 - a) Deceased passed away on (Date) leaving (Beneficiaries).
 - b) Date of obtaining letters of administration by
 - c) The defendant has failed to properly discharge her duties as an administrator by:
 - (i) Give details of the management
5. The plaintiff shall aver and contend that the acts of the defendant tantamount to mismanagement of the deceased's estate.
6. Notice of intention to sue was duly served on the plaintiff who ignored the same.
7. The Cause of action arose at within the jurisdiction of this Honourable Court.

WHEREFORE; the plaintiff prays that judgment be entered against the defendant for:

- a) An order revoking the defendant's Letter of Administration.
- b) An order that Letters of administration be granted to the plaintiff
- c) A permanent injunction restraining the defendant from further dealings with the estate of the deceased.
- d) An order that the defendant surrender the Letters of Administration granted to her and files a comprehensive, true and connect inventory.
- e) Costs

DATED at Kampala this Day of20.....

COUNSEL FOR THE PLAINTIFF

(Attach summary of evidence)

**12. APPLICATION FOR APPOINTING OF A MANAGER OF THE ESTATE OF
A PERSON OF UNSOUND MIND.**

THE REPUBLIC OF UGANDA

IN THE HIGH COURT OF UGANDA AT KAMPALA

MISCELLANEOUS CAUSE NO: OF 20.....

IN THE MATTER OF, A PERSON OF UNSOUND MIND

AND

**IN THE MATTER OF AN APPLICATION UNDER SECTION 2 OF THE
ADMINISTRATION OF ESTATES OF PERSONS OF UNSOUND MIND ACT FOR
THE APPOINTMENT OF A MANAGER.**

CHAMBER SUMMONS

(Rule 3(1), (8) of S.I 155-1)

LET ALL PARTIES concerned attend the learned judge in chambers on the Day of 2013 at O'clock in the fore/afternoon or soon thereafter as counsel for the applicant can be heard on an application for orders that:

- a) The applicant be appointed manager of the estate of Of unsound mind.

TAKE NOTICE that this application is supported by the affidavit of Which shall be read and relied upon at the hearing and contains the grounds upon which this application is based but briefly are;

- a) (outline the grounds)

TAKE NOTICE that this summons is taken out by

Given under my hand and seal of this Honourable Court this Day of20.....

REGISTRAR

(Attach affidavit in support of the chamber summons)

13. MANAGEMENT ORDER – this is an application made to manage an estate of a missing person.

THE REPUBLIC OF UGANDA

IN THE HIGH COURT OF UGANDA AT KAMPALA

IN THE MATTER OF THE ESTATE OF (Missing person)

AND

IN THE MATTER OF AN APPLICATION FOR GRANT OF MANAGEMENT ORDER BY

PETITION

1. I, (Name and address) do hereby apply for grant of an order of management of the estate of (Missing person).
2. (Name) went missing on (date)

3. That I reported the matter to the police on (Date) and run a notice in the monitor newspaper from to to no avail.
4. On (Date) called a family meeting and still, no one knew his whereabouts.
5. (missing person) left behind a wife/husband and children
6. He/she left behind the following properties
 - i) (outline the properties)
7. At the time of disappearance (Missing person) was a resident of (Village/Sub-county/County/District).
8. This application is made by (Name and relationship to the missing person) and I believe the value of the estate is around (State amount).

DATED at Kampala this Day of 20.....

PETITIONER

VERIFICATION

I, (Applicant) solemnly and sincerely declare that whatever is stated in this application is true to the best of my knowledge.

PETITIONER

WITNESS

BEFORE ME

COMMISSIONER FOR OATHS

14. PETITION FOR NULLITY OF MARRIAGE

THE REPUBLIC OF UGANDA

IN THE CHIEF MAGISTRATE'S COURT OF AT

MATRIMONIAL CAUSE NO: OF 20.....

.....

PETITIONER

VERSUS

.....

RESPONDENT

PETITION FOR NULLITY

(Under S. 11, 12(1) (d) Divorce Act, Cap. 249)

1. The petitioner is a male/female of sound mind residing at
(Village/Sub-county/County/District) and the petitioner's address for purposes of this
petition is

2. The respondent is a female/male Uganda believed to be of sound mind and the petitioner's advocates undertake to effect court process on him/her.
3. The petitioner and the respondent are both Africans domiciled in Uganda.
4. That in (Date) went through a valid customary/civil/church marriage ceremony with In accordance with Customs (if it was a customary marriage).
5. That during the subsistence of the said marriage, the respondent entered into a marriage contract with the petitioner in (Date) under the marriage Act.
6. That the petitioner therefore, did not have capacity to enter into the purported monogamous marriage with the respondent in (Date).
7. That this cause of action arose in with the jurisdiction of this honourable court.
8. WHEREOF the petitioner prays for orders that:
 - a) The purported marriage of the respondent to the petitioner was a nullity.
 - b) The respondent is therefore not entitled to a share of the petitioner's property.
 - c) That the petitioner is granted custody of their children.

DATED at Kampala thisday of 20.....

 PETITIONER

BEFORE ME:

 COMMISSIONER FOR OATHS

VERIFICATION

I, (Name) certify that the statements above are true to the best of my knowledge and belief.

DATED at this day of 20.....

 PETITIONER

BEFORE ME:

COMMISSIONER FOR OATHS

LIST OF DOCUMENTS:

1. Customary marriage registration certificate
2. Consent letter of the parents to the wife
3. Birth certificates of the issues

LIST OF WITNESSES

1. (list all the relevant witnesses)

LIST OF AUTHORITIES

1. The Constitution of the Republic of Uganda, 1995
2. The Marriage Act, Cap. 251
3. Customary marriage Registration Act, Cap. 248
4. Divorce Act, Cap. 249
5. Divorce Rules S.I 249-1

15. PETITION FOR JUDICIAL SEPARATION

THE REPUBLIC OF UGANDA

**IN THE CHIEF MAGISTRATE’S COURT OF AT
.....**

MATRIMONIAL CAUSE NO: OF 20.....

..... **PETITIONER**

VERSUS

..... **RESPONDENT**

PETITION FOR JUDICIAL SEPARATION

(Under Section 14, 30, 31, Divorce Act)

THE HUMBLE PETITION OF (Name) SHOWETH THAT:

1. The petitioner is an adult female/male Ugandan of sound mind and resident of (Village/Sub-county/County/District), whose address for purposes of this petition shall be
2. The respondent is an adult male/female Ugandan believed to be of sound mind and the petitioner undertakes to effect service of court process on him/her.
3. The petitioner was in (Year) lawfully married to the respondent at and the marriage was solemnised under the provisions of the marriage Act in force. (The marriage certificate should be attached).
4. That these are the issues to the marriage:
 - a) (give the names of the children)
5. That since the solemnisation of the said marriage:
 - a) The respondent has changed his faith from Christianity to Islam.
 - b) (outline the other reasons)
6. That since the celebration of the said marriage, that the respondent has treated the petitioner with cruelty forcing her to leave their home. (**give particulars of cruelty**)
7. That no collusion, connivance, or condonation exists between the petitioner and the respondent.
8. That both parties are Africans domiciled in Uganda and the cause of action arose in (Place) within the jurisdiction of this honourable court.

WHEREOF, the petitioner prays for a decree:

- a) That the petitioner shall be judicially separated from the respondent.
- b) That the petitioner shall be granted custody of the issue(s) of the marriage.
- c) That the respondent shall provide maintenance for the petitioner.

DATED at this..... day of20.....

PETITIONER

VERIFICATION

I, (Name) certify that the statements herein are true to the best of my knowledge and belief.

PETITIONER

BEFORE ME:

COMMISSIONER FOR OATHS

16. SUMMARY OF EVIDENCE

THE REPUBLIC OF UGANDA

**IN THE CHIEF MAGISTRATE'S COURT OF AT
.....**

MATRIMONIAL CAUSE NO: OF 20.....

..... **PETITIONER**

VERSUS

..... **RESPONDENT**

SUMMARY OF EVIDENCE

The petitioner shall adduce evidence to show that the petitioner is legally married to the respondent and as a result of the said marriage, they have three children. That on various

occasions, the respondent has committed adultery and treated the petitioner with cruelty, thus, forcing her to leave their matrimonial home.

LIST OF WITNESSES

1. (outline all the relevant witnesses)

LIST OF DOCUMENTS

1. The Constitution of the Republic of Uganda, 1995
2. The marriage Act, Cap. 251
3. Divorce Act, 249
4. (any other relevant authority)

DATED this day of 20.....

PETITIONER

17. PETITION FOR ADOPTION BY A NON-UGANDAN

THE REPUBLIC OF UGANDA

IN THE HIGH COURT OF UGANDA AT

ADOPTION CAUSE NO: OF 20.....

IN THE MATTER OF THE CHILDREN ACT, CAP. 59

AND

IN THE MATTER OF (INFANCT)

THE PETITION OF (Name and address of applicant)

PETITION FOR ADOPTION

1. The petitioner is desirous of adopting the said (Infant) under the provisions of the children's Act, Cap. 59.

2. The petitioner is a citizen of (Country) who first came to Uganda on (Date) and resided at (Village/Sub-county/County/District), aged (Age).
3. The petitioner is married to (Name) the mother of the said child.
4. The petitioner is by profession. (Attach birth certificate)
5. The said child is:
 - a) Female/male
 - b) A child born to (Name of parent(s) and attach birth certificate).
 - c) Now in actual custody of the petitioner.
 - d) Under the guardianship of the petitioner
6. The said child has not been the subject of any adoption order or application or petition for adoption order.
7. The petitioner has not received or agreed to receive any payment or reward or agreed to make or give consideration of the adoption of the said child (name of the infant).
8. The petitioner has no criminal record in Uganda or any other country.
9. The petitioner has attached a recommendation showing his suitability to adopt the said child from:
 - a) (outline the recommenders and attach recommendations)
10. The petitioner affirms that the adoption order made by this court shall be recognised by the authorities in (Country).
11. It is proposed that court makes no orders as to costs.
12. The petitioner prays:
 - a) That an order for adoption of the said child be made.
 - b) Such other order be made as court deems fit.

DATED at Kampala this day of 20.....

PETITIONER

(Attach a verification and summary of evidence, adjust the application accordingly).

18. PETITION FOR PROBATE – This is an application made to administer the estate of the deceased who died testate (left a will).

THE REPUBLIC OF UGANDA

IN THE HIGH COURT OF UGANDA AT

PROBATE AND ADMINISTRATIVE CAUSE NO: OF 20.....

**IN THE MATTER OF AN APPLICATION FOR PROBATE BY
(Executor) OF THE ESTATE OF LATE (DECEASED)**

PETITION FOR PROBATE

1. I, (Name and address of the petitioner) hereby apply to this honourable court for the grant of probate of the will of the late (Deceased) who died on (Date) at (Place).
2. That the writing annexed to this application is the last will and testament of the deceased executed by him on the Day of 20.....
3. That the deceased was married to (Name and place).
4. That the deceased is survived by the following children:

- a) (outline the children by name)
- 5. The deceased left the following properties:
 - a) (outline the properties)
- 6. The deceased had the following liabilities:
 - a) (outline the liabilities)
- 7. That at the time of his death, the said (Deceased) had a fixed place of abode at within the jurisdiction of this court.
- 8. This application is made by (State the applicant and his relationship to the deceased) named as executor in the will.
- 9. That I do hereby solemnly and sincerely declare that what is stated herein is true to the best of my knowledge and belief and I make this solemn declaration consciously believing the same to be true by virtue of the provision of the statutory declaration Act, 2000.

Declared at Kampala by the said this day of20.....

 PETITIONER

BEFORE ME:

 COMMISSIONER FOR OATHS

VERIFICATION

I, (Name) the petitioner in the above petition declares that what is stated in it is true to the best of my information and belief.

 PETITIONER

BEFORE ME

 COMMISSIONER FOR OATHS

19. CONSENT TO ADOPTION – This is consent given by a child who is 14 years and above in regard to this/her adoption.

THE REPUBLIC OF UGANDA

IN THE HIGH COURT OF UGANDA AT

IN THE MATTER OF THE CHILDREN ACT

AND

**IN THE MATTER OF A PETITION FOR ADOPTION OF
(CHILD)**

CONSENT TO ADOPTION

WHEREAS the petitioner intends to petition for my adoption, I (Name of the child, should be 14 and above) of (Address) being the subject of the petition consent to my adoption by the petitioner and acknowledge that an adoption order will vest all parental rights and obligations in respect of myself in the petitioner.

CHILD

The contents of this form were read to the child and explained to her/him and I established that she understood them before signing the form before me.

DATED at this day of 20.....

20. CAVEAT FORBIDDING THE GRANT OF PROBATE

THE REPUBLIC OF UGANDA

IN THE HIGH COURT OF UGANDA

HIGH COURT MISCELLANEOUS CAUSE NO: OF 20.....

**IN THE MATTER OF THE ESTATE OF LATE (Deceased)
OF (Village/Sub-county/County/District)**

AND

**IN THE MATTER OF APPLICATION FOR GRANT OF PROBATE OF THE WILL
OF (DECEASED) BY (Name and relation
to the deceased)**

CAVEAT

LET NO GRANT be sealed in the estate of the late (Deceased's name and former residence), who died testate on the Day of 20..... without notice to (Name and address).

DATED at this day of 20.....

CAVEATOR

(Attach affidavit to support the caveat)

21. CAVEAT FORBIDDING MARRIAGE

THE REPUBLIC OF UGANDA

IN THE MATER OF THE MARRIAGE ACT, CAP 251

**AND IN THE MATTER OF A CAVEAT FORBIDDING SOLEMNISATION OF A
MARRIAGE**

CAVEAT FORBIDDING MARRIAGE

TO:

.....

.....

Take notice THAT I, (Name and address) being the to
..... who intends to get married at (Place) on
(Date) do hereby forbid the marriage (solemnisation) on grounds that:

1. (outline the grounds)

My address for service for purposes of this caveat is

DATED at this day of 20.....

SIGNED by the said _____

CAVEATOR

BEFORE ME

COMMISSIONER FOR OATHS

(Attach a statutory declaration)

22. REVOCATION OF ADOPTION ORDER

THE REPUBLIC OF UGANDA

THE HIGH COURT OF UGANDA AT

MISCELLANEOUS APPLICATION NO: OF 20.....

ARISING OUT OF ADOPTION CAUSE NO: OF 20.....

..... **PETITIONER**

VERSUS

..... **RESPONDENT**

NOTICE OF MOTION

**(Under S. 14 & 33 Judicature Act, S. 98 C.P.A, O. 52 r 1 & 3 C.P.R, S.I 71-1, Article 139(1)
Constitution of the Republic of Uganda)**

TAKE NOTICE, that this honourable court will be moved this day of 20..... at O'clock in the fore/afternoon or soon thereafter as counsel for the applicant shall be handed for orders that:

- a) The adoption order granted to the respondent in adoption cause no..... of 20..... be revoked.
- b) The costs of the suit be provided for.

TAKE FURTHER NOTICE that this application is supported by an affidavit of the applicant herein but briefly states as follows:

- a) The applicant is the natural father/mother of the infant (Name) the subject of adoption cause no:..... Of 20.....
- b) That an adoption order in the aforementioned cause was obtained without the applicant's consent as required by law.
- c) It is just and equitable that the said order be revoked.
- d) (Add any other relevant information)

DATED AT this day ofof 20.....

 APPLICANT

GIVEN under my hand and seal of this Honourable Court this day of 20

 REGISTRAR

23. AFFIDAVIT IN SUPPORT

THE REPUBLIC OF UGANDA

THE HIGH COURT OF UGANDA AT

MISCELLANEOUS APPLICATION NO: OF 20.....

ARISING OUT OF ADOPTION CAUSE NO: OF 20.....

..... **PETITIONER**

VERSUS

..... **RESPONDENT**

AFFIDAVIT IN SUPPORT OF NOTICE OF MOTION

I, (Name and address) hereby swear/affirm and state on oath as follows:

- 1. That I am a male/female adult Ugandan of sound mind and the applicant in this application.

2. That I am the natural father/mothers of (Child) in respect of whom an adoption order was granted to the respondents vide Adoption Cause no: of 20.....
3. That the said adoption order was granted without my consent as required by law.
4. That the respondents are fully aware of my address in but did not bother to contact me.
5. That I am informed by my advocates that I have a constitutional right to care for and bring up my child.
6. That pursuant to the adoption order, the respondents and my child went to (place/country) thereby denying me access to the child.
7. That it is in the child's interest that the adoption order be revoked.
8. That I swear this affidavit in support of an application to revoke the adoption order.
9. That all that is stated here in above is correct to the best of my knowledge save for paragraph 4, 5 based on information whose source has been disclosed and I solely believe to be true.

(Change/add what is applicable)

SWORN at by the said this day of 20.....

DEPONENT

BEFORE ME

COMMISSIONER FOR OATHS

24. APPLICATION FOR A MAINTENANCE ORDER AND ANY OTHER ORDERS

THE REPUBLIC OF UGANDA
IN THE FAMILY AND ACHILDREN COURT AT
IN THE MATTER OF (Name of child)
AND
IN THE MATTER OF AN APPLICATION FOR (State the type of order)

APPLICATION

I, _____ (name of applicant), being _____
(state relationship to child) apply for a _____ (state type of order) against _____ (name of respondent) being the (father/mother) of _____ (name of child) on the following grounds:

1. (outline the grounds)

DATED at this day of 20.....

APPLICANT

25. APPLICATION FOR A DECLARATION OF PARENTAGE

**THE REPUBLIC OF UGANDA
IN THE FAMILY AND CHILDREN COURT AT
IN THE MATTER OF (Name of child), A CHILD
AND
IN THE MATTER OF AN APPLICATION FOR A DECLARATION OF
PARENTAGE
COMPLAINT ON OATH**

I, _____ (name of complainant), being _____ (state relationship to child) apply for a declaration of parentage against _____ (name of respondent) being the (father/mother) of _____ (name of child) on the following grounds:

1. (Outline the grounds)
2. _____

SWORN at _____ this _____ day of _____, 20 ____

COMPLAINANT

BEFORE ME

COMMISSIONER FOR OATHS

26. APPLICATION TO FOSTER

**THE REPUBLIC OF UGANDA
IN THE MATTER OF THE CHILDREN'S ACT, CAP. 59
AND
IN THE MATTER OF (Name of child)**

APPLICATION TO FOSTER CHILD

Name of applicant: _____

Married/single Age: _____

Address: _____

Telephone No: _____

Number of children Age(s): _____

Employment of applicant: _____

Employment of husband: _____

Employment of wife: _____

Other sources of income (e.g. farm): _____

Have you ever fostered a child/children before? *(If so, give particulars)*

Reasons to foster

Are you willing to undertake short-term fostering? *(If so, give particulars)*

Names of two referees and their addresses *(one shall be your local LC 1 chairperson or village chief)*

1. _____

2. _____

Age range, Sex of child you wish to foster (*outline them*)

1. _____

Applicant's signature _____

Date _____

27. FOSTER CARE UNDERTAKING

THE REPUBLIC OF UGANDA
IN THE MATTER OF THE CHILDREN'S ACT, CAP. 59
AND
IN THE MATTER OF (Name of child)
FORM OF UNDERTAKING

I/We (*Names of foster parents*), who received
..... (*Name of child*) into my/our home on (*date*) from (*name of district
probation and social welfare office*) undertake that:

1. I/We will care for (*Name of child*) as though he/she were my/our own child.
2. I/We will bring him/her up in accordance with the religion.
3. I/We will look after his/her health and allow him/her to be medically examined as required by the district probation and social welfare office.
4. I/We will allow an officer of the district probation and social welfare office or representative of the Ministry to visit my/our home and to see the child at any time.
5. I/We will inform the district probation and social welfare office immediately if the child is seriously ill, or is missing, or is involved in an accident, or is in any kind of trouble.
6. I/We will inform the district probation and social welfare office immediately if I/we plan to change residence and address.
7. I/We understand that an officer of the district probation and social welfare office has the right to remove the child from my/our home in certain circumstances.
(Add any other relevant terms and conditions)

SIGNED:

Foster father

SIGNED:

Foster mother

Address of foster parent: _____

VERIFICATION

I, _____ (Name) certify that I have explained the foregoing undertaking in the language to and foster parent(s).

District Probation and Social Witness Welfare Officer

Address of District Probation Address of witness and Social

Welfare Office

Date: _____

28. FOSTER PARENT RECORD

**THE REPUBLIC OF UGANDA
IN THE MATTER OF THE CHILDREN'S ACT, CAP. 59
AND
IN THE MATTER OF (Name of child)**

PROSPECTIVE FOSTER PARENT RECORD

Name of prospective foster parent(s): _____

Date of birth: _____

Age: _____

District of origin: _____

Religion: _____

Occupation: _____

Marital status of prospective foster parents(s): _____

Date of marriage: _____

Is the relationship monogamous or polygamous?

Home address:

LC1: _____

Village: _____

Parish: _____

Sub-county: _____

County: _____

Details of other people living in the home: _____

Name Relationship to prospective foster parent: _____

Is there or has there been any serious illness/infection in the family? *(If any, give details)*

State the income and wealth of the prospective foster parents

Give details of businesses and land owned by the family:

Description of the home:

Number of rooms:

Type of toilet:

Type of water supply:

Will the family/person need material support in order to start fostering? *(If the answer is "yes", state what will be needed.)*

Why does this family/person wish to foster children?

Do they understand the temporary nature of fostering?

Has the person/any member of the family had a serious conviction? *(If yes, give details and dates and state whether in your opinion it is of such seriousness as to prevent the family/person from taking on a foster placement.)*

Assessment of the suitability of that family/person to foster children

Recommendation

What type of foster child would best benefit from this family/person? *(Baby, child, male, female, etc.)*

Details of foster child (ren) already placed with foster parents

Name

Sex

Date of placement

Age at date of placement

Details of parents and siblings of foster children (if known)

Name of foster child

Names of parents

Names of brothers/sisters of foster child

1. _____

2. _____

Sex

Name of supervising officer

Signature

Address

Date

29. FOSTER CHILD CASE RECORD

**THE REPUBLIC OF UGANDA
IN THE MATTER OF THE CHILDREN'S ACT, CAP. 59
AND
IN THE MATTER OF (Name of child)**

FORSTER CHILD CASE RECORD

Name of child (*surname first*): _____

Date of birth: _____

Age: _____

District of origin: _____

Sex: _____

Religion: _____

Names of foster parents: _____

Foster parent's home address: _____

LC 1: _____

Village: _____

Parish: _____

Sub-county: _____

County: _____

Natural father's name Alive/dead/unknown: _____

Natural mother's name Alive/dead/unknown: _____

Natural father or guardian's address: _____

LC 1: _____

Village: _____

Parish: _____

Sub-county: _____

County: _____

Details of foster child's brothers, sisters and relatives: _____

Names Addresses

Where was the child living immediately prior to this foster placement? (*Please give names and addresses of carers or institution*).

Case history of the child and his/her family

State what efforts have been made to trace the parents or relatives and to return the child to his/her family.

Details of medical history, including immunisation

Details of education

School Class

Name of supervising officer: _____

Address: _____

Supervisor's signature: _____

30. WARNING TO CAVEATOR

THE REPUBLIC OF UGANDA
IN THE MAGISTRATE'S COURT OF AT.....
ADMINISTRATION CAUSE NO: OF 20.....
IN THE MATTER OF THE ESTATE OF THE LATE
(Deceased) OF (Village/Sub-county/County/District)
AND
IN THE MATTER OF AN APPLICATION FOR PROBATE/LETTERS OF
ADMINISTRATION BY (Executor/Widow/Son, etc. of
the deceased)

WARNING TO CAVEATOR

To: _____

A party who has entered a caveat in the estate of _____ (deceased). You are warned within twenty-one days after service of this warning upon you, inclusive of the day of that service:

- a) To file in this court a statement setting forth what interest you have in the estate of _____, deceased, contrary to that of the party at whose instance this warning is issued; or
- b) If you have no contrary interest but wish to show cause against the sealing of a grant to that party, to state your reasons therefore.

AND TAKE NOTICE that in default of your so doing the court may proceed to issue a grant of probate/letters of administration notwithstanding your caveat.

DATED at _____ this _____ day of _____, 20 _____

MAGISTRATE

31. CITATION TO ACCEPT OR REFUSE PROBATE/LETTERS OF ADMINISTRATION

THE REPUBLIC OF UGANDA
IN THE MAGISTRATE'S COURT OF AT
ADMINISTRATION CAUSE NO: OF 20.....
IN THE MATTER OF THE ESTATE OF THE LATE
(Deceased) OF (Village/Sub-county/County/District)
AND
IN THE MATTER OF AN APPLICATION FOR PROBATE/ LETTERS OF
ADMINISTRATION BY (Executor/Widow/Son, E.T.C of
the deceased)

CITATION TO ACCEPT OR REFUSE PROBATE/LETTERS OF ADMINISTRATION

To: _____

WHEREAS it appears by the statement on oath of _____ (Name), sworn this _____ day of _____ 20____ that _____ (Deceased) of _____ (Village/Sub-county/County/District) died on _____ (Date) having made and duly executed his or her last will and testament dated _____ (Date) (now remaining in this court) and in it named you, _____, sole executor (and residuary legatee and devisee in trust).

AND WHEREAS it further appears from that statement on oath that _____ is one of the residuary legatees and devisees named in the will.

NOW this is to command you, _____ (Name) that within twenty-one days after service of this citation on you, inclusive of the day of that service, you cause a statement to be filed in this court, and accept or refuse probate of the will, or show cause why letters of administration, with the will annexed, of all the estate which by law devolves to and vests in the personal representative of the deceased, should not be granted to _____.

AND TAKE NOTICE that, in default of your so appearing and accepting and extracting probate of the will, this court will proceed to grant letters of administration, with the will annexed, of the estate to _____, your absence notwithstanding.

DATED at _____ this _____ day of _____, 20 ____

MAGISTRATE

32. DECLARATION

THE REPUBLIC OF UGANDA
IN THE MAGISTRATE'S COURT OF _____ AT _____
ADMINISTRATION NO: _____ OF 20 _____
IN THE MATTER OF THE ESTATE OF THE LATE _____ (Deceased)
OF _____ (Village/Sub-county/County/District)
AND
IN THE MATTER OF AN APPLICATION FOR PROBATE/LETTERS OF
ADMINISTRATION BY _____ (Executor/Widow/Son, E.T.C
of the deceased)

DECLARATION

I, _____ of _____, solemnly and sincerely declare that _____ (Deceased) of _____, died _____ on the _____ day of _____, 20 ____, testate/intestate, that I am _____ of the deceased, that I will faithfully administer the estate and effects of the deceased by paying his or her just debts and distributing the residue of his or her estate and effects according to his or her will/customary law, and that I shall make a true and perfect inventory of all and singular that estate and effects and render a just and true account thereof whenever required by law so to do.

Sworn to at _____ this _____ day of _____, 20 ____

APPLICANT

SWORN at _____ before me this _____ day of _____, 20 ____

MAGISTRATE

33. REPORT OF FINAL ACCOUNTS- accountability in the administration of estates

THE REPUBLIC OF UGANDA
IN THE MAGISTRATE'S COURT OF _____ AT _____
ADMINISTRATION CAUSE NO: _____ OF 20 _____
IN THE MATTER OF THE ESTATE OF THE LATE _____
(Deceased) OF _____ (Village/Sub-county/County/District)

DECLARATION

I, _____ of _____ the father/son/widow, etc.1 having been granted probate/letters of administration on the _____ day of _____, 20____, to administer the estate of the late _____ of _____ who died at _____ on the _____ day of _____, 20 _____, and having undertaken to administer the estate of the late _____ of _____ and to make a full and true inventory of the property and credits and to render to this honourable court a true account of the property and credits, hereby render the final accounts of the distribution of the property and credits to this honourable court.

The distribution of the estate was carried out as follows:

Person	His or her relationship to the deceased	Share taken
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____
4. _____	_____	_____
5. _____	_____	_____
6. _____	_____	_____

AND I, _____ solemnly and sincerely declare that what is stated in this final account is a true and accurate account of the distribution of the property and credits of the late _____ deceased, to the best of my knowledge and belief, and I make this solemn declaration conscientiously believing it to be true and by virtue of the provisions of the Statutory Declarations Act.

Signature of Applicant

Signature of Advocate (if any)

DECLARED at _____ this _____ day of _____, 20 _____

BEFORE ME

MAGISTRATE/COMMISSIONER FOR OATHS

Date _____

34. VARIATION OF ALIMONY

THE REPUBLIC OF UGANDA
IN THE CHIEF MAGISTRATE'S COURT OF AT

.....
MATRIMONIAL CAUSE NO: OF 20.....

..... **APPLICANT**

VERSUS

..... **RESPONDENT**

NOTICE OF MOTION

(Under S.25, 29 Divorce Act, Cap. 249 and S. 78 Children's Act, Cap. 59)

TAKE NOTICE on the Day of 20..... at
..... O'clock in the fore/afternoon of soon thereafter as counsel for the applicant
may be heard on an application for orders that:

- a) An order to discharge, vary, modify or suspend the order for payment of maintenance as had been determined in the main application.
- b) Costs of this suit application be provided.

TAKE FURTHER notice that this application is supported by the affidavit of, hereto annexed which shall be read and relied on at the hearing hereof and on the grounds stated herein briefly that:

- a) That the respondent lost his job and has not yet got another therefore, is no longer able to pay the maintenance allowance.
- b) That the applicant now has a job and can be able to look after herself and the children.

DATED at Kampala this day of 20.....

RESPONDENT

GIVEN under my hand and the seal of the Court this day of 20.....

CHIEF MAGISTRATES

35. AFFIDAVIT IN SUPPORT

THE REPUBLIC OF UGANDA
IN THE CHIEF MAGISTRATE'S COURT OF AT

.....
MATRIMONIAL CAUSE NO: OF 20.....

.....
APPLICANT

VERSUS

.....
RESPONDENT

1. I, (Name and address), solemnly swear and state as follows:
2. That I am a male/female adult Uganda of sound mind.
3. That I am the respondent in the above application and as such swear this affidavit in that capacity.
4. That in (Date), the applicant applied for a judicial separation against me which was successful.
5. That the following orders were made:
 - a) Custody of the children was given to the applicant.
 - b) That I pay a monthly maintenance allowance in total of (Amount).
6. That at the time the orders were made and was employed and the applicant was a full time housewife.
7. That now I have no job and the applicant has now got a job.
8. That I am no longer able to pay the monthly maintenance allowance.
9. That it is in the interest of justice and in the best interest of the children that I be discharged of the payment of the maintenance as I can no longer afford it and the applicant now has a job.
10. That whatever is deponed to is correct to the best of my knowledge and belief.

SWORN at Kampala by me this day of 20.....

BEFORE ME

.....
COMMISSIONER FOR OATHS