

**THE GAUHATI HIGH COURT
(THE HIGH COURT OF ASSAM:NAGALAND:MIZORAM & ARUNACHAL PRADESH)
AIZAWL BENCH : AIZAWL**

CHECK LIST

District : Case No : /20
DB/SB/AB : Category Code :
Date of Filing :

The instant WP(C)/Revision/Appeal/Application is checked for the following reasons:

| | | | |
|----|--|--|--|
| 1 | Properly addressed to the Court. | | |
| 2 | The Petition is typed legibly in double space on one side of paper with margin and paragraphs and pages are numbered consecutively and correctly noted in the index. | | |
| 3 | The content of the petition and/or accompanying document(s) is/are clear, sharp and legible. | | |
| 4 | Certified copy as required as it is deem impression is filed. The typed copy shall also be certified to be true copy by the Advocate/Party in person. | | |
| 5 | i) Address of the petitioner(s)/respondent(s) are set out properly. ii) Representation of the petitioner(s)/respondent(s) are set out properly. | | |
| 6 | The learned Advocate has put his/her signature in the petition | | |
| 7 | Particulars of date of Judgement/Order are mentioned. | | |
| 8 | The petition is barred by limitation. | | |
| 9 | Application for condonation of delay is filed. | | |
| 10 | Affidavit is filed. | | |
| 11 | Vakalatnama properly executed by the party and accepted by the Advocate is filed. | | |
| 12 | Vakalatnama is attested by Jail authority. | | |
| 13 | Whether the proof of surrender filed or any application for the exemption from surrendering has been filed. | | |
| 14 | The valuation of Appeal is mentioned. | | |
| 15 | The requisite Court Fee is paid | | |
| 16 | The provision under which the Appeal has been filed is mentioned. | | |
| 17 | Award money payment receipt certificate is filed. | | |
| 18 | Notice served on the Caveator. | | |
| 19 | Notice served on the respondents. | | |
| 20 | Copies of petition sufficient. | | |
| 21 | Copy of written statement & plaint in S.A. filed. | | |
| 22 | Any other reason if any, | | |
| | (a) | | |
| | (b) | | |
| | (c) | | |

Case Ready/Defective

Signature of Stamp Reporter

Signature of D.A

**SUPERINTENDENT
FILING SECTION**

PART-I

(Declaration to be incorporated in case of Bail Application)

1. Number of Bail Application on behalf of the accused in respect of the above case is pending in the High Court or any other Court.
2. In case of anticipatory Bail Application, state whether any earlier application was rejected. If yes, give details.

**Signature of the Accused
Or
Person authorized by the
Accused**

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PART-II

(TO BE FILLED BY ADVOCATE)

(To be transmitted to the Deputy Registrar (G&C) along with a copy of cause title to be supplied by the petitioner/appellant)

Filing Receipt/Case No...../202... Category Code No.....

Similar matters pending or disposed of involving common similar question of law, if any, with case numbers:

| <u>Pending Matters</u> | <u>Disposed Matters</u> | <u>Date of Disposal</u> |
|------------------------|-------------------------|-------------------------|
| (i) | (i) | |
| (ii) | (ii) | |
| (iii) | (iii) | |
| (iv) | (iv) | |
| (v) | (v) | |

(Additional sheet may be attached as per requirement)

**Advocate
For Petitioner/ Appellant**