

## SUMMARY COURTS ACT

### CHAPTER 4:20

#### Act

#### 9 of 1918

#### Amended by

2 of 1919	31 of 1971	27 of 1994
28 of 1921	53 of 1976	28 of 1996
62 of 1921	136/1976	22 of 1997
6 of 1923	22 of 1977	37 of 1997
32 of 1925	45 of 1979	44 of 2000
22 of 1936	3 of 1980	59 of 2000
14 of 1939	47 of 1980	85 of 2000
21 of 1943	98/1981	6 of 2004
36 of 1947	29 of 1982	15 of 2005
24 of 1948	37 of 1985	19 of 2005
24 of 1951	*13 of 1986	†23 of 2005
20 of 1953	27 of 1986	4 of 2011
18 of 1957	11 of 1987	12 of 2012 (by implication)
175/1958	16 of 1989	*6 of 2016
11 of 1961	21 of 1990	*10 of 2017
172/1961	38 of 1991	*15 of 2018
8/1962	8 of 1992	19 of 2018
16 of 1962	3 of 1994	*10 of 2020
97/1963	18 of 1994	*20 of 2020
19 of 1965		*29 of 2020
		3 of 2022

(\*See Note on Validation on page 3)

(†See Note on page 3)

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#### **Note on section 133A or 134 (Review of Magistrates' decision)**

For an application to review the decision of a Magistrate under section 133A or 134 *see* Order 56A of the Rules of the Supreme Court, 1975 (LN 28/1985).

#### **Note on Increase of Fines**

The Law Revision (Miscellaneous Provisions) Act, 1980 (47 of 1980) section 8 provides that as from 31st July 1981 (date of publication of the *Revised Edition of the Laws of Trinidad and Tobago*), a fine prescribed by any written law not published in the Revised Edition shall be increased in accordance with the provisions of paragraph 1(b), (c) and (d) of the Second Schedule to the Law Revision Act, Chap. 3:03.

#### **Note on Transferred Provision**

Section 44A of the Interpretation Act, 1962 (Act No. 2 of 1962) has been transferred to this Act and appears in this Edition as section 69(3).

#### **Note on Adaptation**

Under paragraph 6 of the Second Schedule to the Law Revision Act, Chap. 3:03 the Commission amended certain references to public officers in this Chapter. The Minister's approval of the amendments was signified by LN 52/1980, but no marginal reference is made to this Notice where any such amendment is made in the text.

#### **Note on Validation A. Part VIII of the Act**

All acts and things done or purported to be done or omitted to be done by any person or authority under or in pursuance of the powers conferred by Part VIII Validation and indemnity. [13 of 1986].

of the Act are deemed to have been lawfully and validly done or omitted to be done and no action or other legal proceedings whether pending or not shall lie against the State or any person in respect of or in consequence of such acts or things.

*(N.B. See Section 7 of Act No. 13 of 1986).*

#### **B. Section 130 of the Act**

Every notice of appeal given by an appellant in custody under section 130 prior to 13th February 2004 and which was given outside of the time prescribed in the said section 130 and is pending is declared to be as valid as if it had been given in accordance with the said section 130. Validation. [6 of 2004].

*(N.B. See Section 10 of Act No. 6 of 2004).*

#### **Note on Act No. 23 of 2005**

See section 23F of the Indictable Offences (Preliminary Enquiry) Act, Chap. 12:01 with respect to the non-application of section 55 and Part VI of this Act.

#### **Note on Amendments**

- A. Amendments made to this Act by Act No. 6 of 2016 took effect on 15th May 2017 by LN 38/2017.
- B. Amendments made to this Act by Act No. 10 of 2017 took effect on 1st February 2019 by LN 25/2019.
- C. Amendments made to this Act by Act No. 15 of 2018, with the exception of the amendment made by section 4(a)(iv) of that Act, took effect on 31st December 2018 by LN 191/2018. The amendments made by section 4(a)(iv) took effect on 1st February 2019 by LN 191/2018.
- D. Amendments made to this Act by Act No. 10 of 2020 took effect on 11th May 2020 by LN 92/2020.
- E. Amendments made to this Act by Act No. 20 of 2020 took effect on 21st July 2020 by LN 275/2020.
- F. Amendments made to this Act by Act No. 29 of 2020 took effect on 24th December 2020 by LN 411/2020.

**CHAPTER 4:20**

**SUMMARY COURTS ACT**

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CHAPTER 4:20

SUMMARY COURTS ACT

1950 Ed.  
Ch. 3. No. 4.  
9 of 1918.

**An Act relating to procedure in respect of offences punishable  
on summary conviction.**

Commencement.

[1ST JUNE 1918]

Short title.

1. This Act may be cited as the Summary Courts Act.

Interpretation.  
[19 of 1965  
22 of 1997  
6 of 2004  
12 of 2012  
15 of 2018  
20 of 2020  
29 of 2020].

2. (1) In this Act—

“A Drug Treatment Court Process” means a process where a person is referred by a Judge, Master or District Court Judge in accordance with the Rules made by the Rules Committee established under section 77 of the Supreme Court of Judicature Act, to an intensive treatment and counselling programme and other services that require the person to be monitored by a Judge, Master or District Court Judge and to abandon successfully the use of the drug or alcohol and to be held accountable by the Judge, Master or District Court Judge for meeting his obligations to the Court, society, himself and his family;

“child” has the meaning assigned to it in section 3 of the Children Act;

“Clerk” means a person holding or acting in the office of Senior Magistracy Registrar and Clerk of the Court or Magistracy Registrar and Clerk of the Court;

“complainant” includes the Director of Public Prosecutions, any informant or prosecutor in any case relating to a summary offence;

“complaint” includes any information or charge relating to a summary offence;

“Court” or “Summary Court”, or “Court of summary jurisdiction”, unless the same is expressly or by implication qualified, means any Magistrate or Justice when sitting in open Court to hear and determine any matters within his

power and jurisdiction, either under this Act or under any other written law, and such Magistrate or Justice when so sitting as aforesaid shall be and be deemed to be a “Court” or “Summary Court” or “Court of summary jurisdiction” within the meaning of this Act;

“court location” means a location appointed under section 7(2)(a);

“defendant” means any person against whom a complaint is made;

“guardian”, in relation to a younger child or older child, means the parent or other lawful guardian of such younger child or older child and includes any person who, in the opinion of the Court having cognisance of any case in which such younger child or older child is concerned, has for the time being the custody, control, or charge of such younger child or older child;

“Justice” means a Justice of the Peace;

“Keeper” means the officer having the charge of any prison in Trinidad and Tobago;

“Magistrate” includes a Magistrate appointed on contract under section 3B;

“Magistracy Registrar and Clerk of the Court” means the judicial office of the Magistracy Registrar and Clerk of the Court referred to in Part I of the Second Schedule, Judicial Offices in the Judicial and Legal Service Act;

“older child” means any person who, in the opinion of the Court before whom he appears or is brought, is fourteen years of age or upwards and under the age of eighteen years;

“open Court” means any room or place in which any Court is sitting to hear and determine any matters within its jurisdiction and to which room or place the public may have access so far as the same can conveniently contain them;

“order” includes any conviction in respect of a summary offence or (other than in the definition of “summary offence” contained in this section) judgment for a sum recoverable summarily as a civil debt;

“penalty” includes any pecuniary fine, forfeiture, costs, or compensation recoverable or payable under an order;

“prescribed” means prescribed by Rules of the Supreme Court or by Rules made under the authority of this Act;

“recoverable summarily as a civil debt” means that such a sum of money claimed to be due as is referred to in section 35(1), is recoverable on complaint to a Court of summary jurisdiction in accordance with this Act;

“substance” means any dangerous drug as defined in the Dangerous Drugs Act and includes alcohol;

“sum enforceable as a civil debt” means—

(a) any sum recoverable summarily as a civil debt that is adjudged to be paid by the order of a Court of summary jurisdiction;

(b) any other sum expressed by this Act or any other written law to be so enforceable;

“summary offence” or “summary conviction offence” means any offence punishable on summary trial and conviction in the manner provided by this Act, and includes any Act in respect of which under any law a person is liable on summary conviction to a penalty, or in respect of which a summary Court can make an order in the exercise of its jurisdiction; and the term “on conviction” in relation to a summary offence, means on summary trial and conviction in the manner provided by this Act;

“video link” means a technological arrangement whereby a person, without being physically present in the place where the proceedings are conducted, is able to see and hear and be seen and be heard by the following persons:

(a) the Judge, Master, Magistrate or Magistracy Registrar and Clerk of the Court;

(b) the parties to the proceedings;

(c) the Attorney-at-law acting in the proceedings;

(d) any interpreter or other person appointed to assist; or

(e) any other person who may be required to assist the Court in the conduct of its proceedings;

“younger child” means any person who, in the opinion of the Court before whom he appears or is brought, is seven years of age and under fourteen years of age.

(2) A reference to “Clerk of the Peace” or “Clerk of the Court” in relation to summary jurisdiction shall be read and construed to include a reference to a “Magistracy Registrar and Clerk of the Court”.

PART I

GENERAL PROVISIONS

MAGISTRATES

3. (1) There shall be such number of Magistrates in the public service as may be required for the purposes of this Act.

Magistrates appointment; *ex officio* Justices. [22 of 1977 45 of 1979].

(2) Every Magistrate shall be *ex officio* a Justice of the Peace for Trinidad and Tobago.

3A. No person shall be appointed a Magistrate unless he has been admitted to practise as an Attorney-at-law in Trinidad and Tobago and has practised as such for a period of not less than five years save that for the purpose of satisfying the latter requirement practice as an Attorney-at-law or as a barrister or solicitor and service as a judicial or legal officer in a Commonwealth country, shall be deemed to be practice as an Attorney-at-law in Trinidad and Tobago.

Qualification of Magistrate. [3 of 1980 37 of 1997].

3B. The Judicial and Legal Service Commission may, on the recommendation of the Chief Justice, appoint Magistrates to hold office on contract.

Appointment of Magistrates on contract. [22 of 1997].

JUSTICES OF THE PEACE

4. (1) The President may, by warrant under his hand, appoint any person named in such warrant to be a Justice of the Peace for the whole of Trinidad and Tobago or for such district or portion thereof as shall be expedient.

Oath of office.

(2) Any person so appointed may be removed from the office of Justice of the Peace by a like warrant.

(3) A Justice of the Peace shall be so removed on being adjudicated a bankrupt.

Seventh  
Schedule.

\*(4) Every Justice of the Peace as soon as may be after his acceptance of office shall take the oath set out in the Seventh Schedule.

**5. (Repealed by Act No. 20 of 2020).**

**JURISDICTION AND DISTRICTS**

Jurisdiction of  
Magistrates and  
Justices.  
[16 of 1962  
45 of 1979  
20 of 2020].

**6. (1)** Every Magistrate and Justice shall have and exercise throughout Trinidad and Tobago all such powers, privileges, rights, and jurisdiction as are conferred upon each of them respectively under this Act or of any other written law, and also, subject to this Act and any other written law, all such powers, privileges, rights, and jurisdiction as are conferred on Justices of the Peace by Common Law.

(2) Every Magistrate shall have and exercise full power and jurisdiction in respect of all summary offences and all matters relating thereto or in respect of which a Summary Court can make an order in the exercise of its jurisdiction.

(3) Justices shall have and exercise concurrent jurisdiction with the Magistrates to issue summonses, warrants, and other process of Court, to grant bail fixing the amount thereof, to take recognisances, and to bind over parties and witnesses, and to administer oaths.

(4) No Justice shall exercise any jurisdiction in Court for the purpose of hearing and determining any complaint charging an offence within his power to determine, except upon the written Order of the Chief Justice and, subject as aforesaid, the Justice, when hearing and determining any such complaint, shall have the powers, privileges, rights, and jurisdiction of a Magistrate.

Magisterial  
districts and  
Court locations.  
[45 of 1979  
20 of 2020].

**7. (1)** The President may by Order divide Trinidad and Tobago into magisterial districts and require that one or more Courts be held in each such district.

(2) The Chief Justice may, by Order—

(a) designate locations, in each district, for the holding of Summary Courts; or

\*This provision has been transferred from the Oaths Ordinance, Chap. 7. No. 11 1950 Edition (now Chapter 7:01 of the 2006 Revised Edition).

(b) designate a court location for the hearing of a specific type of case by a Summary Court.

(3) Where the Chief Justice considers that having regard to all the circumstances, it is desirable to do so in the interest of securing the more expeditious hearing and determination of any case or type of case, the Chief Justice may transfer proceedings in a Summary Court from one court location to any other court location.

(4) Proceedings under this Act may be held by means of a video link and the record of the proceedings shall be in accordance with the Recording of Court Proceedings Act.

Ch. 4:31.

(5) Notwithstanding subsection (1), (2) or (3), where a Court hears a matter by video link or other electronic means, the Court is deemed to be held in a district—

(a) in which the matter is filed; or

(b) to which the matter has been transferred,

whether or not the filing or transfer was done by electronic or other means.

**8.** (1) The Chief Justice may assign one or more Magistrates, Justices or Clerks to a district or a court location or may assign a Magistrate, Justice or Clerk to more than one district or court location.

Assignment of Magistrates, Justices and Clerks. [45 of 1979 20 of 2020].

(2) Where more than one Magistrate or Justice is assigned to a district or a court location, each such Magistrate or Justice shall exercise concurrent jurisdiction in that district or at that location with the other or others so assigned, as the case maybe.

(3) Every Magistrate or Justice wherever assigned shall have jurisdiction throughout Trinidad and Tobago.

**9.** The Chief Justice may by Order appoint places and times for the attendance of Magistrates for the hearing of all cases which they are competent to hear and determine, but a Magistrate may, in his discretion adjourn a Court to any hour or day that he considers convenient and, subject to any special or general directions the Chief Justice may issue from time to time, may hold sittings at times and places other than those appointed by Order of the Chief Justice under this section where satisfied that it is in the interest of justice to do so.

Places and times of hearing. [45 of 1979 47 of 1980].

Chief Justice to determine court locations for traffic matters. [20 of 2020].

**9A.** The Chief Justice may, by Practice Direction, determine the court location at which a traffic matter may be heard.

Offences committed within territorial waters.

**10.** Where any summary offence is committed in or upon any vessel within any of the waters of Trinidad and Tobago, the offence may be dealt with and determined either by the Magistrate of the district within which the vessel shall then be, or of the district within which the vessel shall first arrive after the commission of the offence.

Record of cases. [20 of 2020].

**11.** A record shall be kept of all complaints, distinguishing the nature thereof, and the mode in which, and the name or names of the Magistrate or Justice by whom, the complaint shall have been disposed of.

Record to be evidence. [20 of 2020].

**12.** Such record when signed by the Clerk shall be conclusive evidence of the several matters and things therein contained.

Hearing of case where Magistrate or Justice interested. [20 of 2020].

**13.** Where a Magistrate or Justice is a party to a case or is unable, from personal interest or for any other sufficient reason, to adjudicate in any case, the Chief Justice may reassign the Magistrate or Justice and designate another Magistrate or Justice to hear and determine such case, or may direct that it be heard in the Court of another district or at another court location.

Transfer of proceedings. [27 of 1994]. Ch. 11:25.

**13A.** For the purposes of the Dangerous Drugs Act, notwithstanding any enactment to the contrary, the Director of Public Prosecutions whenever he considers that having regard to all the circumstances it is desirable to do so in the interest of securing the more expeditious hearing and determination of cases, may, in any case, transfer proceedings from a Summary Court to any other Summary Court.

Transfer of case by Chief Justice. [20 of 2020].

**13B.** Notwithstanding any enactment to the contrary, the Chief Justice may, whenever he considers it is desirable to do so in the interest of securing an expeditious hearing and determination of a case, and having regard to the circumstances, transfer proceedings from one Summary Court to another Summary Court.

FEES, PENALTIES, ACCOUNTS

**14.** (1) In every proceeding had before any Magistrate or Justice, except such as are hereinafter specified, the fees set out in the First Schedule or such fees as may be prescribed under section 23, shall be allowed and taken.

Payment of fees.

First Schedule.

(2) In some conspicuous part of every Magistrate's Court and Police Station, there shall be affixed a table of such fees.

(3) Any Magistrate or Justice shall have power, in any proceeding in which good cause appears to him for so doing, to suspend payment of any fees payable therein until the conclusion of such proceeding, and he may then direct such fees to be paid as costs by any party to the proceeding by whom he has power to order costs to be paid.

**15.** (1) No such fees as are mentioned in section 14 shall be taken from any constable acting as such or from any other officer in the public service or from any member of a Municipal Police Service or other officer of a Statutory Authority within the meaning of the Statutory Authorities Act acting in his official capacity.

Exemption from payment of fees. [21 of 1990 8 of 1992].

Ch. 24:01.

(2) No fees shall be taken in respect of summonses to defendants.

(3) Any Clerk charging, claiming or taking any such fee in contravention of this section is liable on summary conviction to a fine of one thousand dollars.

**16.** Any Magistrate, Justice, or Clerk who, directly or indirectly, asks for or receives upon any pretence whatever any fee, reward, gratuity, or recompense beyond the fees specified in the First Schedule, or such fees as may from time to time be prescribed, for any act done or to be done by him in the execution of his office or in anywise relating to any complaint, matter, or proceeding before any Magistrate or Justice, is liable on summary conviction to a fine of two thousand dollars.

Improper demand of fees.

First Schedule.

**17.** All fees received, and all penalties recovered before any Magistrate or Justice, and payable for the use of the State shall be paid to a Clerk.

Fees and penalties payable to Magistrate. [20 of 2020].

Payment of money received by certain officers. [20 of 2020].

**18.** (1) Any Keeper or constable who receives any money under this Act shall pay the same forthwith to a Clerk of the district in which the complaint was made.

(2) All sums so received by a Clerk shall forthwith be paid by him to the party to whom they are to be paid according to the directions of the law or Act on which the complaint was framed or, if such law or Act contains no directions for payment thereof, into the Consolidated Fund; and in case such sums are not paid to a Clerk by the person aforesaid, a Clerk may proceed for the recovery of these sums in manner provided in this Act.

Neglect to pay fees, etc., recovered to Magistrate. [20 of 2020].

**19.** (1) Any Justice, constable, or other person having received any such fee, or having levied or recovered any penalty, who neglects to pay the same forthwith to a Clerk of the district, is liable on summary conviction to a fine of one thousand dollars.

(2) In addition to the penalties for such offence, the money so received may be sued for by a Clerk in the High Court; and the plaintiff in such action, if successful, shall be entitled to his costs as between Attorney-at-law and client, although the sum recovered be within the jurisdiction of an inferior Court of civil jurisdiction.

Accounts. Third Schedule. Form 51. [20 of 2020].

**20.** Every Clerk shall keep a true account, in electronic or other form, of all moneys, fees, and penalties taken, recovered, levied, or received by him; and shall, at such times during the year as the Minister may appoint, transmit to the Accounting Officer of the Judiciary a transcript of such account for transmission to the Comptroller of Accounts.

Payment of fees and penalties to Comptroller of Accounts. [20 of 2020].

**21.** (1) A Clerk shall, at such times as the Minister may direct, pay the amount of all such fees and penalties to the Comptroller of Accounts—

(a) electronically or otherwise, in accordance with the direction of the Accounting Officer of the Judiciary; or

(b) electronically, in accordance with the Electronic Payments into and out of Court Act, 2018,

and if he neglects to do so he shall be liable on summary conviction to a fine of two thousand dollars.

(2) Where a Clerk fraudulently misappropriates moneys referred to in subsection (1), he shall be deemed to have embezzled the same and may be indicted accordingly.

**21A.** Subject to Rules made by the Rules Committee under section 23 or under any other written law, the Court may charge such administrative fees as the Chief Justice may, by Order, determine, for costs associated with—

Court  
administrative  
fees.  
[20 of 2020].

- (a) the filing of documents;
- (b) the service of documents;
- (c) the use of alternative modes of service;
- (d) the use of mediation;
- (e) the use of technology;
- (f) conveniences;
- (g) transactions;
- (h) the use of interpretation and translation services; and
- (i) any other service that may be prescribed.

#### FORMS

**22.** (1) The forms contained in the Schedules may, with such variations and additions as the circumstances of the particular case may require, be used in the cases to which they respectively apply, and when so used shall be good and sufficient in law.

Forms.  
[19 of 1965].

(2) Where a sum is recoverable summarily as civil debt or is a sum enforceable as a civil debt, the Forms given in the Fifth Schedule may be used in the cases to which they respectively apply, and when so used shall be good and sufficient in law.

Fifth Schedule.

(3) Nothing in this section shall affect the use and validity of any special forms of process in respect of summary offences which may be given by any Act relating to such offences.

#### RULES

**23.** The Rules Committee established by the Supreme Court of Judicature Act may, subject to negative resolution of Parliament, make Rules as to—

Rules.  
Ch. 4:01.  
[20 of 2020].

- (a) fees to be paid under this Act;

- (b) accounts to be rendered of moneys received by any person under this Act;
- (c) the method of issue of process under this Act, and the manner of receipt of, and accounting for, fees in respect of such process;
- (d) the duties of the officers attached to Summary Courts;
- (e) prescribing the forms of application, complaints, notices, particulars, summonses, warrants and other process necessary for the purposes of Summary Courts, and any matters relating to the foregoing;
- (f) the issuing of Practice Directions or Practice Guides by the Chief Justice in furtherance of this Act and any Rules made pursuant to this section;
- (g) the carrying out of the jurisdiction, powers and duties of Justices and Clerks; and
- (h) generally regulating the practice and procedure of Summary Courts and otherwise giving effect to this Act.

PART II

OFFENCES RELATING TO ADMINISTRATION OF  
JUSTICE IN SUMMARY COURTS

Language.

**24.** The following shall be offences under this Act and shall be dealt with as hereinafter provided:

Gestures.

Assault.

- (a) indecent, violent, insulting, abusive, or threatening language used in Court or addressed to any Magistrate or Justice in Court, or in going to or returning from the Court, or used against any party to any matter in the course of hearing, or to any witness or other person then lawfully being in the Courtroom or within the precincts of the Court;
- (b) violent, indecent, or unbecoming gestures or conduct in Court while the Court is actually sitting;
- (c) any assault or battery committed on a Magistrate or Justice in Court, or in going to or

returning from the Court, or on any officer or servant of the Court, or on any party to any matter or witness or other person in Court;

- (d) wilfully interrupting or obstructing any proceedings of the Court, or any other misbehaviour in Court; Interruption and obstruction.
- (e) actual and express disobedience in Court to any direction, ruling, or order of the Magistrate or Justice made in the course of the hearing; Disobedience.
- (f) any resistance to or obstruction of any officer or servant of the Court in the discharge of his duty, whether in the service of any process of the Court, or in obedience to or in the execution of any warrant or command of the Magistrate or Justice in Court; Resistance.
- (g) the writing or uttering to the Magistrate or Justice, whether in Court or otherwise, of any abusive, indecent, or threatening letter or language, or sending to such Magistrate or Justice any threatening message relating to any pending matter or information or of any letter calculated or intended to prejudice the mind of the Magistrate or Justice in relation to any information or matter then pending, or in relation to any person about to give evidence before him in any such information or matter. Abusive, etc., letters.

**25.** (1) If, in the opinion of the Magistrate or Justice, any offence mentioned in section 24 is committed by any person, a constable may, on the verbal order of the Magistrate or Justice if the person is present in Court, or on the warrant of the Magistrate or Justice if the person is not present in Court, take the person into custody, and thereupon the Magistrate or Justice may, if he thinks fit—

Procedure against offender.

- (a) admonish and discharge him; or  
(b) order him to be removed from the Court; or

- (c) order him to pay a fine of two hundred dollars; or
- (d) without the imposition of any fine, by warrant under his hand commit him to prison without hard labour for fourteen days.

(2) If any fine imposed under this section is not paid by the offender within such time as the Magistrate or Justice may order, the Magistrate or Justice may, on such default by warrant, commit the offender to prison for fourteen days.

(3) If any such offender is a practitioner before the Court, the Magistrate or Justice shall report the matter in writing to the Chief Justice.

(4) Nothing in this section shall be construed to be in derogation of the provisions of any other Act prescribing penalties for any assault or battery committed on any Magistrate or Justice, so that no person shall be twice punished for the same offence.

Appeal.  
[18 of 1994].

**26.** (1) If any person ordered by any Magistrate or Justice to pay a fine or to be imprisoned under the authority of section 25 is dissatisfied with such order, such person may, at the time of such order, give notice in writing to the Magistrate or Justice (hereinafter referred to as the “convicting Magistrate or Justice”) of his intention to appeal to the Court of Appeal against such order.

(2) The giving of such notice signed by the appellant or his Attorney-at-law shall not operate as a stay of such order unless the appellant, within two days after the giving thereof, enters before a Magistrate or Justice into a recognisance with one surety in the sum of one thousand dollars acknowledged before a Magistrate or Justice and conditioned that the appellant do personally appear, and do not depart the Court without leave and abide by the judgment of the Court of Appeal thereupon, and pay such costs as may be awarded by such Court.

(3) Upon such notice being given and such recognisance being entered into, the Magistrate or Justice before whom such recognisance is entered into shall release the appellant if in custody, and thereupon the appeal shall be proceeded with in the manner provided in this Act.

**27.** (1) The convicting Magistrate or Justice shall, within seven days after the making of the recognisance, sign and transmit to the Registrar of the Supreme Court a full statement of the case specifying fully the causes of such conviction.

Cause of committal to be stated.

(2) The Court of Appeal shall consider the statement by the Magistrate or Justice of the causes of conviction, and also such grounds of appeal as may be set forth by the appellant.

**28.** If the Court of Appeal confirms the order of the convicting Magistrate or Justice, any Magistrate or Justice may, on receipt of a certificate of such confirmation, proceed to enforce such order as if there had been no appeal against the same.

Confirmed order to be enforced.

**29.** No action shall be brought against any Magistrate or Justice for any act or order done or made by him acting under the authority of section 25, or against any officer or servant of the Court or against any constable for any act done by him or them in obedience to the command of any Magistrate or Justice acting thereunder.

Protection of officers.

**30.** If, upon any appeal from an order under section 25, the order of any Magistrate or Justice is quashed by the Court of Appeal, and the person alleged to have offended has been actually in custody, the Court of Appeal may in its discretion award to the appellant such sum of money by way of compensation and satisfaction in respect of the committal by such Magistrate or Justice as to the Court of Appeal may seem reasonable and proper, and such award shall be a bar to any civil proceedings whatever in respect of such order.

Compensation where order quashed.

**31.** The Magistrate or Justice whose order is quashed shall not, unless the Minister otherwise orders, be made personally liable to pay any compensation or costs which the Court of Appeal may award to the appellant, but the same shall be paid to the appellant out of moneys provided by Parliament.

Magistrate or Justice not liable to pay compensation.

**32.** This Part of this Act shall apply to the Courts held by Coroners in Trinidad and Tobago, and to a Magistrate sitting to take depositions on the hearing of a charge of any indictable

Application of Part II.

offence, and to a Magistrate or Justice exercising jurisdiction in respect of any civil matter lawfully before him, and to any Judge of a Petty Civil Court in Trinidad and Tobago.

PART III

INSTITUTION OF PROCEEDINGS

MAKING A COMPLAINT

Mode of instituting proceedings. Third Schedule. Form 1. Form 2. [19 of 1965].

**33.** (1) Every proceeding in the Court for the obtaining of an order against any person in respect of a summary offence or for the recovery of a sum by this Act or by any other written law recoverable summarily as a civil debt shall be instituted by a complaint made before a Magistrate or Justice.

Limitation of period for making complaint.

(2) In every case where no time is specially limited for making a complaint for a summary offence in the Act relating to such offence, the complaint shall be made within six months from the time when the matter of the complaint arose, and not after.

Right of making complaint. [24 of 1951].

**34.** (1) Any person may make a complaint against a person committing a summary offence, unless it appears from the written law on which the complaint is founded that a complaint for such offence shall be made only by a particular person or class of persons.

(2) Notwithstanding anything to the contrary contained in any Act, a constable may make a complaint in a case of assault or battery, even though the party aggrieved declines or refuses to make a complaint.

(3) (a) Any police officer may lay an information or make a complaint in the name of the Commissioner of Police and appear and conduct the proceedings on his behalf. Every such information or complaint shall be signed by the police officer laying or making the same; and such police officer shall be deemed for all purposes of the Act other than those specified in this paragraph and paragraph (b) to be the complainant; and proceedings under any such information or complaint shall not lapse or be determined by reason of any change as to the holder of the office of Commissioner.

(b) No such proceedings shall be dismissed by reason only of the failure of the Commissioner of Police to

appear in person or by Attorney-at-law, provided he is represented by a police officer present in Court.

**35.** (1) Notwithstanding any rule of law to the contrary—

(a) where under any written law whether made before or after the commencement of this section, a sum of money is claimed to be due in respect of—

(i) expenses incurred by a statutory authority referred to in the Sixth Schedule pursuant to the written law; or

(ii) any rates, charges, assessments, fees or other levies lawfully made by any such statutory authority; or

(b) where by this or any other written law a sum of money is expressed to be recoverable summarily as a civil debt,

such sum shall, subject to subsection (2), be recoverable summarily as a civil debt.

(2) Where a written law whether made before or after the commencement of this section provides some other method of recovery, that method of recovery shall be available in addition to the method of recovery provided for in subsection (1).

(3) Subject to subsection (4), the Minister may by Order add to or vary or otherwise amend the enumeration of statutory authorities given in the Sixth Schedule.

(4) An Order made under subsection (3) shall be subject to negative resolution of the House of Representatives.

**36.** A Court of summary jurisdiction shall have power to make an order on complaint for payment of any money recoverable summarily as a civil debt, and, subject to sections 35 and 37 and to section 68(3), this Act shall apply to the institution and hearing of the complaint and the making and enforcement of such order as they apply to proceedings for a summary offence.

**37.** (1) A Court of summary jurisdiction shall not commit any person to prison or other detention in default of payment of a sum enforceable as a civil debt or for want of sufficient distress to satisfy

Recovery of certain sums summarily as a civil debt. [19 of 1965].

Sixth Schedule.

Sixth Schedule.

Order for recovery of money. [19 of 1965].

Restriction on committal for civil debt. [19 of 1965]. Fifth Schedule. Form 11.

such a sum except by an order made on complaint and on proof to the satisfaction of the Court that that person has, or has had since the date on which the sum was adjudged to be paid, the means to pay the sum or any instalment of it on which he has defaulted, and refuses or neglects or, as the case may be, has refused or neglected to pay it.

(2) Subsection (1) shall be read and construed as authorising the Court, before it issues a warrant for committal of any person to prison or other detention in default of payment of such a sum enforceable as a civil debt, to issue a warrant for distress under section 82, upon the return of which for want of sufficient distress to satisfy such sum, the Court may issue the warrant of commitment.

(3) A complaint under this section may be made at any time within four years.

(4) Where on any such complaint the defendant is committed to custody, such costs incurred by the complainant in proceedings for the enforcement of the sum as the Court may direct shall be included in the sum on payment of which the defendant may be released from custody.

Form of documents in criminal proceedings before Summary Court. [20 of 2020].

**38.** (1) Every information, complaint, summons, warrant or other document laid, issued or made for the purpose of or in connection with any proceedings before a Court of summary jurisdiction for an offence, shall be sufficient if it contains a statement of the specific offence with which the accused person is charged, together with such particulars as may be necessary for giving reasonable information as to the nature of the charge.

(2) The statement of the offence shall—

(a) state the name of the offence;

(b) state—

(i) a reference to the section or other provision of the written law creating the offence; or

(ii) that the offence is contrary to common law; and

(c) describe the offence shortly in ordinary language, avoiding, as far as possible, the use of technical terms, and without necessarily stating all the essential elements of the offence.

(3) After the statement of the offence, necessary particulars of the offence shall be set out in ordinary language in which the use of technical terms shall not be required.

(4) Any information, complaint, summons, warrant or other document to which this section applies which is in such form as would have been sufficient in law if this section had not come into force shall notwithstanding anything in this section continue to be sufficient in law.

**39.** (1) It shall not be necessary that any complaint shall be in writing, unless it is required to be so by the written law on which it is founded, or by some other written law. However, if a complaint is not made in writing, any person designated by the Chief Justice to receive the complaint shall reduce it to writing.

Form and  
requisites of  
complaint.  
[15 of 2018  
19 of 2018].

(2) Subject to section 45, every complaint may, unless some written law otherwise requires, be made without any oath being made of the truth thereof.

(3) Every such complaint may be made by the complainant in person, or by his Attorney-at-law or by any person authorised in writing in that behalf.

(4) Every such complaint shall be for one offence only, but such complaint shall not be avoided by describing the offence or any material fact relating thereto in alternative words according to the language of the written law constituting such offence.

(5) The description of any offence in the words of the written law creating the offence, or in similar words, with a specification, so far as may be practicable, of the time and place when and where the offence was committed, shall be sufficient in law.

**40.** Any exception, exemption, proviso, condition, excuse, or qualification, whether it does or does not, in any written law creating an offence, accompany in the same section the description of the offence, may be proved by the defendant, but need not be specified or negatived in the complaint, and if so specified or negatived, no proof in relation to the matter so specified or negatived shall be required on the part of the complainant.

Rule as to  
statement of  
exception, etc.

SEARCH WARRANTS

When search warrant may be issued and proceedings thereunder.

**41.** (1) Any Magistrate or Justice who is satisfied, by proof upon oath, that there is reasonable ground for believing that there is in any building, vessel, carriage, box, receptacle, or place—

- (a) anything upon or in respect of which any summary offence has been or is suspected to have been committed;
- (b) anything which there is reasonable ground for believing will afford evidence as to the commission of any such offence; or
- (c) anything which there is reasonable ground for believing is intended to be used for the purpose of committing any offence against the person punishable on summary conviction,

Third Schedule. Form 48.

may at any time issue a warrant under his hand authorising any constable to search such building, vessel, carriage, box, receptacle, or place for any such thing, and to seize and carry it before the Magistrate or Justice issuing the warrant or some other Magistrate or Justice, to be dealt with by him according to law.

(2) Any search warrant may be issued and executed at any time, and may be issued and executed on a Sunday.

Detention of articles seized.

(3) When any such thing is seized and brought before any Magistrate or Justice, he may detain or cause it to be detained, taking reasonable care that it is preserved till the conclusion of the case; and if any appeal is made, he may order it further to be detained for the purpose of or pending an appeal. If no appeal is made, the Magistrate or Justice shall direct such thing to be restored to the person from whom it was taken, except in the cases mentioned below, unless he is authorised or required by law to dispose of it otherwise.

Detention of forged bank note, etc.

(4) If, under any such warrant, there is brought before any Magistrate or Justice any forged bank note, bank note paper, or instrument, or any thing the possession of which, in the absence of lawful excuse, is an indictable offence according to any Act for the time being in force, the Magistrate or Justice may direct such thing to be detained for production in evidence or to be otherwise dealt with as the case may require.

(5) If, under any such warrant, there is brought before any Magistrate or Justice any counterfeit coin or other thing, the possession of which, with knowledge of its nature and without lawful excuse, is an offence according to any Act for the time being in force, every such thing shall be delivered up to the Commissioner of Police or to any person authorised by him to receive the same, as soon as it has been produced in evidence, or as soon as it appears that it will not be required to be so produced.

Disposal of counterfeit coin.

(6) If the thing to be searched for is gunpowder or any other explosive or dangerous or noxious substance or thing, the person making the search shall have the same powers and protection as are given by any Act for the time being in force to any person lawfully authorised to search for any such thing, and the thing itself shall be disposed of in the same manner as directed by any such Act or, in default of such direction, as the Commissioner of Police may direct.

Search for and disposal of gunpowder, or dangerous things.

#### ENFORCING APPEARANCE OF DEFENDANT

**42.** (1) In every case where a complaint is made before a Magistrate or Justice that any person has committed, or is suspected to have committed, any summary offence, such Magistrate or Justice may issue his summons directed to such person, stating concisely the substance of such complaint, and requiring him to appear at a certain time, being not less than forty-eight hours after service of such summons, and at a certain place, before the Court to answer the said complaint, and to be further dealt with according to law.

Issue of summons to defendant. Third Schedule. Form 3. [11 of 1961 20 of 2020].

(2) A single summons may be issued against a person in respect of several complaints; but the summons shall state the matter of each complaint separately and shall have effect as several summonses each issued in respect of one complaint.

(3) The Court may, if it thinks fit, with the consent of parties, hear and determine a complaint notwithstanding that the said period of forty-eight hours may not have elapsed.

(4) The Court may, if it thinks fit, issue a summons directing a defendant to appear forthwith in cases where an affidavit is made by the complainant that such defendant is likely to leave Trinidad and Tobago within forty-eight hours.

(5) Nothing herein contained shall oblige any Magistrate or Justice to issue any such summons in any case where the application for an order may by law be made *ex parte*.

Service of summons on defendant, and proof thereof. [31 of 1971 29 of 1982].

**43.** (1) Every such summons shall be served by an authorised officer upon the defendant either by delivering a copy of it to him personally, or, if he cannot be found, by leaving a copy of it with some person for him at his usual or last known place of abode.

(2) The officer by whom the summons is served shall attend at the time and place specified therein, in order, if necessary, to produce the service. However, the Court may, in its discretion, receive proof of such service by affidavit in the manner hereinafter mentioned.

Ch. 48:50.

(3) In this section “authorised officer” means a constable or a Transport Officer acting in his capacity as such under the provisions of the Motor Vehicles and Road Traffic Act or any other person whom the Minister may, by Order subject to affirmative resolution of Parliament, authorise for the purposes of this section.

Hearing *ex parte* or issue of warrant on non-appearance of defendant. Third Schedule. Form 4.

**44.** If the defendant does not appear before the Court at the time and place mentioned in the summons, then, after proof upon oath, to the satisfaction of the Court, that the summons was duly served or that the defendant wilfully avoids service, the Court may, in its discretion, either—

- (a) unless the written law on which the complaint is founded otherwise directs, proceed *ex parte* to the hearing of the complaint, and adjudicate thereon as fully and effectually as if the defendant had personally appeared before it in obedience to the summons;
- (b) adjourn such hearing to some future day; or
- (c) upon oath being made by or on behalf of the complainant, substantiating the matter of the complaint to the satisfaction of the Court, issue a warrant to apprehend the person so summoned or avoiding service, and to bring him before the Court to answer the said complaint, and to be further dealt with according to law.

**45.** On a complaint in writing being made before a Magistrate or Justice for any summary offence, the Magistrate or Justice may, upon oath being made before him substantiating the matter of such complaint to his satisfaction, instead of issuing a summons, issue in the first instance a warrant to apprehend the person against whom such complaint has been made, and to bring him before the Court to answer the said complaint, and to be further dealt with according to law.

Issue of warrant for defendant in first instance. Third Schedule. Form 5.

#### ENFORCING ATTENDANCE OF WITNESSES

**46.** If, either before or on the hearing of any complaint, it appears to the Magistrate or Justice on the statement of the complainant or of the defendant or otherwise, that any person is likely to give material evidence for the complainant or for the defendant, the Magistrate or Justice may issue a summons for such person requiring him to attend, at a time and place to be mentioned therein, before the Court, to give evidence respecting the case, and to bring with him any specified documents or things and any other documents or things relating thereto which may be in his possession or power or under his control.

Issue of summons for witness. Third Schedule. Form 6.

**47.** (1) Every such summons shall be served by an authorised officer upon the person to whom it is directed, either by delivering a copy of it to him personally, or, if such person cannot be found, by leaving a copy of it with some person for him at his usual or last known place of abode.

Service of summons on witness. [29 of 1982].

(2) The officer by whom the summons is served shall attend at the time and place specified therein, in order, if necessary, to prove the service. However, the Court may, in its discretion, receive proof of such service by affidavit.

(3) In this section “authorised officer” means a constable or a Transport Officer acting in his capacity as such under the provisions of the Motor Vehicles and Road Traffic Act, or any other person whom the Minister may, by Order subject to affirmative resolution of Parliament, authorise for the purposes of this section.

Ch. 48:50.

**48.** If the person to whom any such summons is directed does not attend before the Court at the time and place mentioned therein, and there does not appear to the Court on enquiry to be any

Warrant for witness after summons. Third Schedule. Form 7.

reasonable excuse for such non-attendance, then, after proof upon oath to the satisfaction of the Court that the summons was duly served or that the person to whom the summons is directed wilfully avoids service, the Court, on being satisfied that he is likely to give material evidence, may issue a warrant to apprehend such person, and to bring him, at a time and place to be mentioned in the warrant, before the Court in order to testify as mentioned above.

Issue of warrant for witness in first instance. Third Schedule. Form 8.

**49.** If the Magistrate or Justice is satisfied in the first instance, by proof upon oath, that any person likely to give material evidence, either for the complainant or for the defendant, will not attend to give evidence without being compelled to do so, then, instead of issuing a summons, he may issue a warrant in the first instance for the apprehension of such person.

Mode of dealing with witness arrested under warrant.

**50.** (1) Every witness arrested under a warrant issued in the first instance shall, if the hearing of the case for which his evidence is required is appointed for a time which is more than twenty-four hours after the arrest, be taken before a Magistrate or Justice, and the Magistrate or Justice may, on his furnishing security by recognisance to the satisfaction of the Magistrate or Justice for his appearance at such hearing, order him to be released from custody, or shall, on his failing to furnish such security, order him to be detained for production at such hearing.

(2) A witness arrested or detained under this section shall not be kept in the same room or place as the defendant, if the defendant is in custody.

Penalty on witnesses refusing, etc., to attend.

**51.** Any witness who—

- (a) refuses or neglects, without reasonable cause, to attend at a Court in compliance with the requirements of a summons duly served in the manner prescribed by this Act; or
- (b) departs from a Court without the leave of the Magistrate or Justice holding the same,

is liable on summary conviction to a fine of one thousand dollars or to imprisonment for two months; but no complaint shall be

made for any offence under this section except by the order of the Magistrate or Justice made during the hearing of the case for which the evidence of the witness is required.

**52.** Every witness who is present when the hearing or further hearing of a case is adjourned, or who has been duly notified at the time and place to which such hearing or further hearing is so adjourned, shall be bound to attend at such time and place, and, in default of so doing, may be dealt with in the same manner as if he had refused or neglected to attend before the Court in obedience to a summons to attend and give evidence.

Non-attendance  
of witness on  
adjourned  
hearing.

#### REFRACTORY WITNESSES

**53.** (1) Where any person attending either in obedience to a summons, or after notification as mentioned in section 52, or by virtue of a warrant, or being present in Court and being verbally required by the Court to give evidence in any case—

Witness  
refusing to be  
sworn, etc.  
Third Schedule,  
Form 9.

- (a) refuses to be sworn as a witness;
- (b) having been so sworn, refuses to answer any question put to him by the sanction of the Court; or
- (c) refuses or neglects to produce any documents which he is required by the Court to produce,

without in any such case offering any sufficient excuse for the refusal or neglect, the Court may, if it thinks fit, adjourn the hearing of the case for any period not exceeding eight days, and may in the meantime, by warrant, commit the person to prison, unless he sooner consents to do what is so required of him.

(2) If such person, upon being brought before the Court at or before the adjourned hearing, again refuses to do what is so required of him, the Court may, if it thinks fit, again adjourn the hearing of the case, and commit him for the like period, and so again from time to time until the person consents to do what is so required of him.

(3) Nothing herein contained shall affect the liability of any such person to any other punishment or proceeding for refusing or neglecting to do what is so required of him, or shall prevent the Court from disposing of the case in the meantime according to any other sufficient evidence taken by it.

PART IV

HEARING AND ORDER

HEARING OF COMPLAINT

Time and  
place of  
hearing.

**54.** (1) On the day and at the place mentioned in the summons, or on the day and at the place on and at which the defendant is brought before the Court under a warrant, as the case may be, the case with respect to which the complaint has been made shall be called for hearing in the Court.

Public to have  
access.  
Public may be  
excluded.

(2) The room or place in which the Court is held for the purpose of such hearing shall be deemed an open Court. However, the Magistrate or Justice may, on special grounds of public policy, decency, or expediency, in his discretion exclude the public at any stage of the hearing; and in every such case he shall record the grounds on which such order has been made.

Procedure  
where charge  
appears to be  
one proper for  
indictment.

**55.** If, upon the hearing of any complaint, it appears to the Court that the case ought to be tried as an indictable offence, all further proceedings in the case as for a summary offence shall be stayed, and depositions shall be taken, and the case shall in all other respects be dealt with as if the charge had been originally one for an indictable offence.

Transfer of case  
in the interest of  
justice.  
Third Schedule.  
Form 49.  
[20 of 1953  
18 of 1994  
20 of 2020].

**56.** (1) If, upon the hearing of any complaint, it appears that the interest of justice requires having the case heard at another court location, the Court may direct that the case be transferred to another court location.

(2) *(Deleted by Act No. 18 of 1994).*

Ch. 4:60.

(3) Subject to section 5 of the Bail Act, the complaint and recognisance, if any, taken by a Magistrate or Justice under this Act shall be by him transmitted to the Magistrate or Justice before whom the defendant is to be taken pursuant to a transfer of proceedings under this Act; and such complaint and recognisance, if any, shall be treated to all intents and purposes as if they had been taken by such last-mentioned Magistrate or Justice.

(4) If the defendant is granted bail, the Magistrate or Justice shall inform him that he has directed the transfer of the case and thereupon the provisions of subsection (3),

respecting the transmission and use of the documents in the case, shall apply.

**56A.** (1) A Judge, Master or District Court Judge may refer a person to a Drug Treatment Court Process where it is satisfied that the person has a history of alcohol abuse or substance use and is—

Referral of a person to the Drug Treatment Process. [29 of 2020].

- (a) before the Court in any criminal or traffic matter other than a violent offence;
- (b) a party to a family matter;
- (c) a parent, guardian or person with responsibility for a child who has come to the attention of the Children’s Authority as a child at risk; or
- (d) with the agreement of the person, a member of the household of—
  - (i) a child who is convicted of an offence which is punishable, in the case of a person eighteen years of age or over, by imprisonment;
  - (ii) a child who would be liable to be imprisoned, in the case of a person eighteen years of age or over, in default of payment of any fine, damages or costs; or
  - (iii) a child, if the child is a child at risk and the substance use of the member of the household is negatively affecting the child.

(2) The Court may refer to the Drug Treatment Court Process, a person who has also been sentenced to Community Service, is on probation, or is on a bond to keep the peace.

(3) The Rules Committee established under section 77 of the Supreme Court of Judicature Act may make Rules prescribing the procedure of Drug Treatment Court Processes for—

- (a) persons charged with offences; and
- (b) persons other than those charged with offences.

**57.** Both the complainant and the defendant shall be entitled to conduct their respective cases in person or by Attorney-at-law, and any person may, by leave of the Court, assist his son,

Mode of conducting case.

daughter, father, mother, brother, sister, or wife, or any person in his permanent employment as a servant, either domestic or in husbandry, in conducting his case.

Chief Justice may issue directions. [29 of 2020].

**57A.** The Chief Justice may, when the circumstances warrant, issue directions as deemed necessary for regulating and prescribing the manner in which—

- (a) criminal and civil trials may be conducted by audio and video link; and
- (b) evidence may be given by audio and video link or other communication medium, from a remote point both in criminal and non-criminal matters.

Head of department may authorise officer in his department to appear for him. [16 of 1962].

**58.** (1) The head of a department shall not be bound to attend in a Summary Court to conduct any proceedings in which he is a complainant, but may, by writing under his hand, authorise any subordinate officer of his department to appear for him and conduct such proceedings on his behalf.

(2) If any question arises as to whether any officer of the Government is the head of a department, a certificate to that effect in writing under the hand of the Permanent Secretary to the Minister responsible for Finance shall be conclusive evidence on the question.

Non-appearance of complainant. [11 of 1961].

**59.** If, when the case is called, the defendant appears voluntarily in obedience to the summons, or is brought before the Court under a warrant, and the complainant, having had due notice of the time and place of hearing (which shall be proved to the satisfaction of the Court), does not appear in person or in the manner provided in section 58 or by Attorney-at-law and, in the case of a police complainant, by any police officer, the Court shall dismiss the complaint, unless the Court, having received a reasonable excuse for the non-appearance of the complainant, or for other sufficient reason, thinks fit to adjourn the hearing of the case to some future day, upon such terms as the Court may think just.

Non-appearance of defendant.

**60.** (1) If, when the case is called, the defendant does not appear, the Court may, if the case comes within the provisions of section 44, proceed as therein directed, or may, if it thinks fit, allow the defendant to appear by Attorney-at-law.

(2) If service of the summons is not proved to the satisfaction of the Court, or if a warrant is issued for the apprehension of the defendant, the Court may adjourn the hearing of the case to some future day, in order that proper service may be effected, or until the defendant is apprehended, as the case may be.

(3) If the defendant is afterwards apprehended on a warrant as mentioned above, he shall be brought before the Magistrate or Justice, who shall thereupon commit him by warrant to prison or to such other safe custody as he may think fit, and order him to be brought at a certain time and place before the Court; and of such time and place the complainant shall, by direction of the Magistrate or Justice, be served with due notice.

**61.** (1) If, when the case is called, neither the complainant nor the defendant appears, the Court shall make such order as the justice of the case requires.

Non-appearance  
of both parties.

(2) In such order the Court may include such direction as to payment of costs as to the Court shall seem fit, and the payment of such costs may be enforced in the manner and subject to the conditions set forth in section 77(6).

**62.** If, when the case is called, both the complainant and the defendant appear, the Court shall proceed to hear and determine the complaint.

Appearance of  
both parties.

**63.** (1) At the commencement of the hearing, the Court shall state or cause to be stated to the defendant the substance of the complaint, and shall ask him whether he is guilty or not guilty.

Manner of  
hearing.  
[18 of 1957].

(2) If the defendant says that he is guilty, and shows no cause, or no sufficient cause, why an order should not be made against him, the Court shall make such order against him as the justice of the case requires.

(3) If the defendant says that he is not guilty, the witnesses on both sides shall, unless the Court in any instance otherwise expressly orders, be called, and placed out of the Court and out of hearing, under the charge of the proper officer of the Court or of some other person appointed by the Court for that purpose.

(4) The Court shall then proceed to hear the complainant and such witnesses as he may examine, and such other evidence as he may adduce, in support of his complaint, and also to hear the defendant and such witnesses as he may examine, and such other evidence as he may adduce, in his defence, and also, if the Court thinks fit, to hear such witnesses as the complainant may examine in reply, if the defendant has examined any witnesses or given any evidence. The complainant shall not be obliged to give evidence in support of his complaint, but if he wishes to give evidence he may do so at any time before his case is closed.

Notes of  
evidence to be  
taken.

(5) The Magistrate or Justice shall, in every case, take or cause to be taken by a competent clerk, notes in writing of the evidence, or of so much of it as he considers material, in a book to be kept for that purpose, and such book shall be signed by the Magistrate or Justice at the conclusion of each day's proceeding.

Admissibility  
of written  
statements.  
[15 of 2005  
12 of 2012  
6 of 2016  
15 of 2018].

**63A.** (1) Notwithstanding section 63(4) and (5), in a hearing, a written statement by a witness shall, if the conditions mentioned in subsection (3) are satisfied, be admissible as evidence to the like extent as oral evidence, to the like effect by that witness.

Ch. 46:01.

(2) Where a younger child is a witness in a hearing, the Magistrate shall first comply with section 98 of the Children Act, 2012 and then this section shall be applied to any written statement made by such a witness.

- (3) The conditions referred to in subsection (1) are that—
- (a) the statement purports to be signed by the witness who made it;
  - (b) the statement was sworn before a Clerk or Justice of the Peace and shall be authenticated by a certificate signed by him;
  - (c) the statement contains a declaration by the witness who made the statement to the effect that it is true to the best of his knowledge and belief and that he made the statement knowing that, if it were tendered in evidence, he would be liable to prosecution if he wilfully stated in it, anything which he knew to be false or did not believe to be true;

- (d) before the statement is tendered in evidence a copy of the statement is given, by or on behalf of the party proposing to tender it, to each of the other parties to the proceedings; and
  - (e) none of the parties or their Attorneys-at-law within seven days from the date on which the copy of the statement was given to them, serves a notice on the party so proposing, objecting to the statement being tendered in evidence under this section.
- (4) The following provisions shall also have effect in relation to any written statement admitted in evidence under this section, that is to say:
- (a) where the statement is made by a witness under eighteen years of age, it shall state his age and that a named adult of his choice was present with him when it was made;
  - (b) where the statement is written on behalf of a witness it shall be signed by both the witness and the person who wrote it and dated;
  - (c) where the statement is written on behalf of a witness who cannot read, the person who wrote it shall read it to him before he signs it and it shall be accompanied by a declaration by the person who wrote it that it was so read to the witness and he appeared to understand it and he agreed to it;
  - (d) where the statement is written on behalf of a witness who cannot write, the person who wrote the statement shall read it to the witness before he puts his mark or thumbprint on it and it shall contain a declaration by the person who wrote it that it was read to the witness and he appeared to understand it and he agreed to it; and
  - (e) where the statement refers to any other document as an exhibit, the copy of the statement given to any other party to the enquiry under subsection 3(d) shall be accompanied by

a copy of that document or by such information as may be necessary in order to enable the party to whom it is given to inspect that document or a copy of it.

(5) Notwithstanding that a written statement made by any person may be admissible as evidence by virtue of this section—

- (a) the party by whom or on whose behalf a copy of the statement was served, may call that person to give evidence; or
- (b) the Court may, of its own motion or on the application of any party to the proceedings require that person to attend before the Court to give evidence or to be cross examined.

(6) So much of any statement as is admitted in evidence by virtue of this section shall, unless the Magistrate otherwise directs, be read aloud at the hearing, and where the Magistrate so directs an account shall be given orally of so much of any statement as is not read aloud.

(7) A document or an object referred to as an exhibit and identified in a written statement tendered in evidence under this section shall be treated as if it had been produced as an exhibit and identified in Court by the maker of the statement.

Procedure.  
[15 of 2005].

**63B.** (1) A written statement under section 63A shall be filed with the Clerk of the Magistrates' Court by either party and a filed copy shall be served on the other party to the proceedings as soon as practicable thereafter.

(2) A written statement filed under subsection (1) by either party to the proceedings, shall be tendered by the party at the hearing and may be admitted into evidence by the Magistrate under section 63(4), and where a statement is so admitted it shall be marked by the Magistrate as a Court exhibit and kept together with all the other written statements and any other depositions.

(3) Where a statement is to be admitted in evidence under section 63(4) and the Magistrate is of the opinion that a part of it is inadmissible there shall be written against that part the words "treated as inadmissible" together with the signature of the Magistrate.

(4) Where it is not possible to write on the statement, the words set out in subsection (3) shall instead be written on a label or other mark of identification which clearly identifies the part of the statement to which the words relate and contains the signature of the Magistrate in accordance with that subsection and which shall be attached to the statement.

(5) Where a written statement, admitted in evidence under section 63(4), refers to any document or object as an exhibit, that document or object shall wherever possible, be identified by means of a label or other mark of identification signed by the maker of the statement and before the Magistrate treats any document or object referred to as an exhibit in such a statement, as an exhibit produced and identified in Court by the maker of the statement, the Magistrate shall be satisfied that the document or object is sufficiently described in the statement for it to be identified.

(6) Notwithstanding this section, an accused person is entitled to submit to the Magistrate, that any part of a statement is inadmissible in evidence.

**63C.** (1) Subject to the provisions of this section, any fact of which oral evidence may be given in any criminal proceedings may be admitted for the purpose of those proceedings by the Attorney-at-law for the prosecution or the accused person or his Attorney-at-law, and the admission by any party of any such fact under this section shall as against that party be conclusive evidence in those proceedings of the fact admitted.

Proof by formal  
admission.  
[15 of 2005].

- (2) An admission under this section—
- (a) may be made before or at the proceedings;
  - (b) where made otherwise than in Court, shall be in writing;
  - (c) where made in writing by an individual, shall purport to be signed by the person making it and, if so made by a body corporate, shall purport to be signed by a director or corporate secretary of the body corporate;
  - (d) where made on behalf of the defendant who is an individual, shall be made by his Attorney-at-law; and
  - (e) where made at any stage before the trial by a defendant who is an individual, shall be

approved by his Attorney-at-law, whether at the time it was made or subsequently, before or at the proceedings in question.

(3) An admission under this section for the purpose of proceedings relating to any matter shall be treated as an admission for the purpose of any subsequent criminal proceedings relating to that matter.

Cross-complaints.

**64.** (1) Where a complaint is made by one or more parties against another party or other parties, and there is a cross-complaint by the defendant or defendants in such first-named case either by himself or themselves or together with another person or other persons against the complainant or complainants in the first-named case either by himself or themselves or together with another person or other persons, and such cross-complaints are with reference to the same matter, the Court may, if it thinks fit, hear and determine such complaints at one and the same time.

Joinder of complaints.  
[3 of 2022].

(2) Where two or more complaints are made by one or more parties against another party or other parties in the same matter, and the complaints in that matter are founded on the same facts, the complaints may, if the Court thinks fit, be heard and determined together unless the Court determines that separate proceedings are required in the interest of justice.

Addresses.

**65.** The complainant, or his Attorney-at-law, shall be entitled to address the Court at the commencement of his case; the defendant, or his Attorney-at-law, shall be entitled to address the Court at the commencement or the conclusion of his case, as he thinks fit; and if any witnesses for the defence have been examined or any evidence given, the Magistrate or Justice may in his discretion allow the complainant, or his Attorney-at-law, to reply on the conclusion of the case.

#### ADJOURNMENT OF HEARING

Power of adjournment and proceedings thereon.  
Third Schedule.  
Form 20.  
Form 21.  
Forms 29 and 30.  
Form 17.  
[18 of 1994  
4 of 2011].

**66.** (1) At any time before or during the hearing of a complaint, it shall be lawful for the Court, in its discretion, to adjourn the hearing of the complaint to a certain time and place to be then appointed and stated in the presence and hearing of the party or parties, or his or their respective Attorney-at-law.

(2) The Court, on being satisfied that a defendant who has been remanded is, by reason of illness or accident, unable at the expiration of the period for which he was remanded to appear personally before the Court, may, in the absence of the defendant, order him to be further remanded for such term as may be considered reasonable.

(3) Subject to section 5 of the Bail Act, the Court may, upon any such adjournment, remand the defendant in custody by committing him to prison or to such other safe custody as it thinks fit and the time fixed for the resumption of the trial shall be that at which he is required to appear or to be brought before the Court in pursuance of the remand. Ch. 4:60.

(3A) A committal made under subsection (3) shall be for a maximum period of twenty-eight days unless a Court is not held within that time, in which case the defendant shall be brought before the Court on the first day on which the Magistrate holds Court at the place where the order was made.

(4) If, at the time and place to which such hearing or further hearing is so adjourned, either or both of the parties does or do not appear, the Court may proceed to such hearing or further hearing as if such party or parties was or were present; or, if the complainant does not appear, the Court may dismiss the complaint.

(5) The Magistrate may also, if the defendant fails to appear, issue a warrant for his apprehension.

**66A.** (1) Where, on the trial by the Court of an offence punishable on summary conviction with imprisonment, the Court is satisfied that the offence has been committed by the accused, but is of the opinion that an inquiry ought to be made into his physical and mental condition before the method of dealing with him is determined, the Court shall adjourn the hearing to enable a medical examination and report to be made and shall remand him. Remand for medical examination. [18 of 1994].

(2) An adjournment in pursuance of subsection (1) shall not be for more than three weeks at a time.

(3) Where on an adjournment under subsection (1) the accused is remanded on bail, the Court shall impose conditions

Ch. 4:60. under section 12(3)(d) of the Bail Act, which conditions shall include the requirements that the accused—

- (a) undergo medical examination by a duly qualified medical practitioner or, where the inquiry is into his mental condition and the Court so directs, by two such practitioners; and
- (b) for the purpose, attend such institution or place, or on such practitioner as the Court directs and, where the inquiry is into his mental condition, comply with any other directions which may be given to him for that purpose by any person specified by the Court or by a person of any class so specified.

#### MAKING OF ORDER

Giving of  
decision upon  
conclusion of  
hearing.  
Third Schedule.  
Form 17.  
Form 44.

**67.** (1) Upon the conclusion of the hearing, the Court shall, either at the same or at an adjourned sitting, give its decision on the case, by either dismissing the complaint or making such order as the justice of the case requires against the defendant.

(2) If the complaint is dismissed on the merits, the Court shall, upon being required by or on behalf of the defendant at any time within six months after such dismissal, make a formal order of dismissal and give to the defendant a certificate thereof; and such certificate shall, upon production, without further proof, be a bar to any subsequent complaint for the same matter against the defendant.

(3) If an order is made against the defendant, a concise minute or memorandum thereof shall be forthwith entered in a book to be kept for that purpose; and, if necessary, an order in proper form may be drawn up at any time thereafter.

(4) Any defendant who desires to have the order in his case formally drawn up may, at any time within five days from the date of adjudication, require the Magistrate or Justice to draw up formally such order, and thereupon the Magistrate or Justice shall, within two days from the date of his being so required, draw up formally such order, and the defendant shall be entitled to have a copy of it; without any fee being charged for it.

**68.** (1) Where, by any written law, the Court is empowered to impose a penalty for a summary offence, or where under this Act or any other written law a sum enforceable as a civil debt is adjudged by the Court to be paid, it may, in the absence of express provision to the contrary in the same or any other written law, order a defendant who is convicted of such offence, in default of payment of the sum of money adjudged to be paid by the order, either forthwith or at the time specified in the order, as the case may be, to be imprisoned in accordance with the scale set forth in this section.

Power of awarding imprisonment in default of payment of penalty. Third Schedule. Form 10. Form 11. Form 13. [19 of 1965 45 of 1979 37 of 1985 38 of 1991].

(2) Subject in every case to the provisions of the Act on which the order is founded, the period of imprisonment, whether with or without hard labour, which is imposed by the Court in respect of the non-payment of any sum of money adjudged to be paid by an order shall be such period as, in the opinion of the Court, will satisfy the justice of the case, but shall not exceed the maximum fixed in the following scale:

<i>Where the sum of money adjudged to be paid by an Order—</i>	<i>The period shall not exceed—</i>
does not exceed \$40 ... ..	14 days
exceeds \$40 but does not exceed \$200 ...	30 days
exceeds \$200 but does not exceed \$1,000 ...	3 months
exceeds \$1,000 but does not exceed \$2,000	4 months
exceeds \$2,000 but does not exceed \$5,000	9 months
exceeds \$5,000 but does not exceed \$25,000	3 years
exceeds \$25,000 ... ..	5 years.

(3) The maximum period of imprisonment applicable to a sum of any amount enforceable as a civil debt shall be six weeks.

**69.** (1) Where a Court has authority under any Act, whether past or future, to impose imprisonment for an offence punishable on summary conviction and has not authority to impose a fine for that offence, the Court, when adjudicating on such offence, may, notwithstanding, if the Court thinks that the justice of the case will be better met by a fine than by imprisonment, impose a fine not exceeding two thousand dollars. However, the alternative term of imprisonment in default of payment of the fine shall not be a greater term than that to which the defendant is liable under the Act authorising the said imprisonment.

Power to inflict fine in lieu of imprisonment.

Term of imprisonment that may be imposed.

(2) Where a Court has authority under any Act, whether past or future, to impose imprisonment, either peremptorily or in default of payment of any pecuniary penalty, for an offence punishable on summary conviction, the Court may, in the absence of express provision to the contrary, order the offender to be imprisoned for any term not exceeding the term prescribed, as the Court shall think fit.

Where no penalty prescribed for summary offence.

\*(3) Where a person is convicted summarily of an offence against a written law and no penalty for the offence is prescribed, or a fine is prescribed as the penalty but no maximum is specified in that or any other written law, the person convicted is liable to a fine of five hundred dollars.

Payment and allocation of fines and fees.

**70.** The Court in fixing the amount of any fine to be imposed on an offender shall take into consideration, amongst other things, the means of the offender so far as they appear or are known to the Court; and where a fine is imposed, the payment of the Court fees and other fees payable in the case up to and including conviction shall not be taken into consideration in fixing the amount of the fine or be imposed in addition to the fine, but the amount of the fine, or of such part thereof as may be paid or recovered, shall be applied as follows:

- (a) in the first place, in the repayment to the complainant of any Court or other fees paid by him;
- (b) in the second place, in the payment of any Court or other fees not already paid by the complainant;
- (c) the balance (if any) remaining after the above-mentioned payments have been made shall be paid to the fund or person to which the fine is directed to be paid by the written laws relating to the offence in respect of which the fine was imposed, or, if there is no such fund or person, then to the fund into which the Court or other fees are paid.

\*Transferred from section 44A of the Interpretation Act, 1962 (Act No. 2 of 1962) as amended by Act No. 45 of 1979.

71. (1) Where any person is charged before a Court with an offence punishable by the Court, and the Court thinks that the charge is proved, but is of opinion that having regard to the character, antecedents, age, health, or mental condition of the person charged, or to the trivial nature of the offence, or to the extenuating circumstances in which the offence was committed, it is inexpedient to inflict any punishment or any other than a nominal punishment, the Court may, without proceeding to conviction, make an order either—

Power of Court to permit conditional release of offenders. [51/1980].

- (a) dismissing the complaint or charge; or
- (b) discharging the offender conditionally on his entering into a recognisance, with or without sureties, to be of good behaviour and to appear for conviction and sentence when called on at any time during such period, not exceeding three years, as may be specified in the order.

(2) The Court may, in addition to any such order, order the offender to pay such damages for injury or compensation for loss as the Court may think reasonable, but not exceeding in the aggregate one thousand dollars or such greater sum as may be allowed by any written law relating to the offence, and to pay such costs of the proceedings as the Court thinks reasonable.

(3) Such an order shall for the purpose of re-vesting or restoring stolen property and of enabling the Court to make orders as to the restitution or delivery of property to the owner and as to the payment of money upon or in connection with such restitution or delivery, have the effect as a conviction.

(4) If the Court, before which an offender is bound by his recognisance under this section to appear for conviction or sentence, or any Court is satisfied by information on oath that the offender has failed to observe any of the conditions of his recognisance, it may issue a warrant for his apprehension or may, if it thinks fit, instead of issuing a warrant in the first instance, issue a summons to the offender and his sureties (if any) requiring him or them to attend at such Court and at such time as may be specified in the summons.

(5) The offender, when apprehended, shall, if not brought forthwith before the Court before which he is bound by his recognisance to appear for conviction or sentence, be brought before another Court.

(6) The Court before which an offender on apprehension if brought, or before which he appears in pursuance of a summons as mentioned above, may, if it is not the Court before which he is bound by his recognisance to appear for conviction or sentence, remand him to custody or on bail until he can be brought before the last mentioned Court.

(7) An offender so remanded to custody may be committed during remand to any prison to which the Court having power to convict or sentence him has power to commit prisoners.

(8) A Court before which a person is bound by his recognisance to appear for conviction and sentence, on being satisfied that he has failed to observe any condition of his recognisance, may forthwith, without further proof of his guilt, convict and sentence him for the original offence or, if the case was one in which the Court in the first instance might, under section 43 of the Children Act, have ordered the offender to be sent to an Industrial School, and the offender is still apparently under the age of sixteen years, make such an order.

Ch 46:01.

Consecutive sentences.  
[6 of 2004].

**72.** (1) A Court imposing a term of imprisonment on a person may order that the term of imprisonment shall commence on the expiration of any other term of imprisonment imposed by that Court or any other Court.

(2) Where a Court imposes two or more terms of imprisonment to run consecutively, the aggregate of such terms shall not exceed ten years.

(3) Where a Court has sentenced a person to imprisonment and a fine for the same offence and a period of imprisonment is imposed for the non-payment of the fine, or for want of sufficient distress to satisfy the fine, the aggregate of the terms so imposed shall not exceed ten years.

(4) For the purpose of this section, a term of imprisonment is deemed to be imposed in respect of an offence if it is imposed—

- (a) as a sentence;
- (b) in default of a payment of a sum adjudged to be paid upon conviction; or
- (c) for want of sufficient distress to satisfy such a sum.

**73.** Subject to the express provisions of any written law relating thereto, every forfeiture not pecuniary which is incurred in respect of a summary offence, or which may be enforced by the Court, may be sold or disposed of in such manner as the Court may direct, and the proceeds of such sale shall be applied in the like manner as if the proceeds were a penalty imposed under the written law on which the proceeding for the forfeiture is founded.

Mode of dealing with forfeiture not pecuniary.

**74.** (1) Where the complete commission of the offence charged is not proved, but the evidence establishes an attempt to commit the offence, the defendant may be convicted of such attempt and punished accordingly. However, after conviction for the attempt, the defendant shall not be liable to be prosecuted again for the same offence which he was charged with committing.

Offence charged—attempt proved.

(2) Where an attempt to commit an offence is charged, but the evidence establishes the commission of the full offence, the defendant shall not be entitled to have the complaint dismissed, but he may be convicted of the attempt and punished accordingly. However, after conviction for the attempt, the defendant shall not be liable to be prosecuted again for the offence which he was charged with attempting to commit.

Attempt charged—full offence proved.

**75.** Every complaint shall be deemed divisible; and if the commission of the offence charged, as described in the written law creating the offence or as charged in the complaint, includes the commission of any other offence, the defendant may be convicted of any offence so included which is proved, although the whole complaint charged is not proved, or he may be convicted of an attempt to commit any offence so included.

Conviction for offence involved in offence charged.

Embezzlement,  
etc., charged—  
Larceny proved.  
[11 of 1961].

**76.** (1) Where embezzlement or the fraudulent conversion of anything is charged, and the evidence establishes the commission of larceny of any kind, the defendant shall not be entitled to have the complaint dismissed, but he may be convicted of the larceny and punished accordingly.

Larceny  
charged—  
Embezzlement,  
etc., proved.

(2) Where larceny of any kind is charged, and the evidence establishes the commission of embezzlement, or the fraudulent conversion of anything, or the receiving of any property knowing the same to have been stolen, the defendant shall not be entitled to have the complaint dismissed, but he may be convicted of the embezzlement or fraudulent conversion or receiving and punished accordingly.

Larceny  
charged—  
“conveying”  
proved.  
Ch. 11:02.

(3) Where larceny of any kind is charged and the evidence establishes the commission of an offence against section 36 or section 37 of the Summary Offences Act, the defendant shall not be entitled to have the complaint dismissed but he may be convicted of the offence the commission of which the evidence establishes and punished accordingly.

“Receiving”  
charged—  
Larceny or  
“conveying”  
proved.

(4) Where the receiving of any property knowing the same to have been stolen is charged and the evidence establishes the commission of larceny of any kind or of an offence under section 36 or 37 of the Summary Offences Act, the defendant shall not be entitled to have the complaint dismissed but he may be convicted of the offence the commission of which the evidence establishes and punished accordingly.

“Conveying”  
charged—  
“Larceny or  
receiving”  
proved.

(5) Where an offence under section 36 or 37 of the Summary Offences Act is charged and the evidence establishes the commission of the offence of larceny of any kind or of receiving property knowing the same to have been stolen, the defendant shall not be entitled to have the complaint dismissed but he may be convicted of the larceny or of receiving property knowing the same to have been stolen and punished accordingly.

“Larceny”  
charged—  
“False  
pretences”  
proved and  
vice versa.

(6) Where larceny of any kind is charged and the evidence establishes the commission of obtaining any chattel, money or valuable security by false pretences, or where obtaining any chattel, money or valuable security by false pretences is charged and the evidence establishes the commission of larceny of any kind, the

defendant shall not be entitled to have the complaint dismissed but he may be convicted of the offence the commission of which the evidence establishes and punished accordingly.

(7) No person so convicted of any one of the offences mentioned in the preceding subsections shall be liable to be afterwards prosecuted for any other of the said offences, upon the same facts.

Conviction to be for one offence only.

#### COSTS AND COMPENSATION

77. (1) In every case where the complaint is dismissed, the Court may order that the complainant shall pay to the defendant such sum for costs as to the Court may seem just and reasonable, and if the Court is of opinion that the complaint was frivolous or vexatious, it may also order the complainant to pay to the defendant a reasonable sum, not exceeding two hundred dollars, as compensation for the trouble and expense to which the defendant may have been put, by reason of such complaint in addition to his costs; and such compensation shall be enforceable as a civil debt.

Order as to costs and compensation. [19 of 1965 51/1980]. Third Schedule. Form 28. Form 28A.

(2) The acceptance of any such order for compensation by the defendant shall be a bar to any subsequent civil proceedings for false imprisonment or malicious prosecution by him against the complainant, but the defendant shall be at liberty to refuse to accept any such order for compensation.

(3) Subject to section 70, in every case where an order is made against the defendant, the Court may, in addition to the penalty or sentence of imprisonment, if any, imposed on the defendant, order him to pay to the complainant such costs, and also, subject to the provisions of any written law in that behalf, to pay to the complainant or any other person such compensation as to the Court may seem just and reasonable; and such compensation shall be enforceable as a civil debt. This section shall not affect the procedure of the Court under any written law making express provision with respect to such compensation.

(4) Any such order for payment of costs made against a defendant may include any costs of and attendant upon his apprehension.

(5) No such order for payment of costs shall include any fees to Attorney-at-law.

(6) Any sum so allowed for costs, or for costs and compensation, shall in every case be specified in the order of dismissal or order, as the case may be, and the Court may, subject to this Act and any other written law, order that, on default of payment within such time as to the Court shall seem proper of any sum so allowed for costs, or for costs and compensation, the person making default be imprisoned for any term not exceeding the term prescribed in respect of a like sum in the scale of imprisonment set forth in section 68.

(7) For the purposes of this section a complaint shall be deemed to be dismissed when the complainant withdraws or fails to proceed with the complaint or offers no evidence in support thereof.

#### PART V

#### ENFORCEMENT OF ORDER TO PAY MONEY

Power to impose peremptory imprisonment or to allow time for payment of fines.

**78.** (1) The Court by whose conviction or order any sum of money is adjudged to be paid may direct that no time shall be allowed for the payment of the said sum and issue forthwith a warrant committing to prison the person liable to pay the said sum, or the Court may instead do all or any of the following things:

- (a) allow time for payment of the said sum;
- (b) direct payment of the said sum to be made by instalments;
- (c) direct that the person liable to pay the said sum shall be at liberty to give, to the satisfaction of the Court, security, either with or without a surety or sureties, for the payment of the said sum or of any instalment thereof.

(2) If before the expiration of the time allowed the person convicted surrenders himself to the Court having jurisdiction to issue a warrant of commitment in respect of the non-payment of such sum as mentioned above, and states that he prefers immediate committal to awaiting the expiration of the time allowed, the Court may if it thinks fit forthwith issue a warrant committing him to prison.

(3) Where a person so allowed time for payment as mentioned above appears to the Court to be not less than sixteen nor more than twenty-one years of age, the Court may, if it thinks

fit, and subject to any rules made under this Act, order that he be placed under the supervision of such person as may be appointed by the Court until the sum adjudged to be paid is paid, and in such case, before issuing a warrant in respect of non-payment of the sum, the Court shall consider any report which may be made by the person so appointed as to the conduct and means of the person under his supervision.

(4) Where a sum of money is directed to be paid by instalments and default is made in the payment of any one instalment, the same proceedings may be taken as if default had been made in the payment of all the instalments then remaining unpaid.

**79.** Where time has been allowed for the payment of a sum adjudged to be paid by a conviction or order, further time may, subject to any rules made under this Act, on an application by or on behalf of the person liable to pay such sum, be allowed by a Court having jurisdiction to issue a warrant of commitment in respect of the non-payment of such sum as mentioned above, or such Court may, subject as mentioned above, direct payment by instalments of the sum so adjudged to be paid.

Allowance of further time and payment by instalments.

**80.** Where a person has been adjudged to pay a sum by a conviction or order of a Summary Court, or in proceedings for enforcing an order in any matter of affiliation, or an order which under weekly sums are made payable towards the maintenance of a wife, the Court may order him to be searched, and any money found on him on apprehension, or when so searched, or which may be found on him when taken to prison in default of payment of the sum so adjudged to be paid, may, unless the Court otherwise directs, be applied towards the payment of the sum so adjudged to be paid, and the surplus, if any, shall be returned to him. However, the money shall not be so applied if the Court is satisfied that the money does not belong to the person on whom it was found, or that the loss of the money will be more injurious to his family than his imprisonment.

Provisions for enforcement of payment of fines, etc.

**81.** (1) A person shall give security under this Act, whether as principal or surety, either by the deposit of money with the Clerk or by an oral or written acknowledgment of the undertaking or condition by which and of the sum for which he is bound in the

Provisions as to security taken for payment of fine, etc. Nature and form of security. Third Schedule. Form 28B.

Form set out as Form 28B in the Third Schedule, and evidence of such security may be provided by entry thereof in the record of proceedings of the Court or otherwise as may be prescribed.

Security book.

(2) The Clerk of each Court shall keep a security book, and shall enter in it, with respect to each security given in relation to any proceeding before the Court, the name and address of each person bound, showing whether he is bound as principal or as surety, the sum in which each person is bound, the undertaking or condition by which he is bound, the date of the security, and the person before whom it is taken. When any such security is not entered into before the Court, or before the Clerk, the person before whom it is entered into shall make a return of it, showing the above particulars, to the Clerk. The security book and any certified extract from it, shall be evidence of the several matters hereby required to be entered in the security book.

Method of recovering security.  
[20 of 2020].  
Ch. 4:21.

(3) Any sum which may become due in pursuance of a security under this Act from a surety may be recovered summarily, in the Petty Civil Court in manner directed by the Petty Civil Courts Act, at the suit of a constable or of the Clerk directing such security to be given, leave having first been obtained from the Judge of the Petty Civil Court.

Sum paid by surety to be a civil debt due to the principal.

(4) Any sum paid by a surety on behalf of his principal in respect of a security under this Act, together with all costs, charges and expenses incurred by such surety in respect of that security, shall be deemed a civil debt due to him from the principal, and may be recovered by the surety in a Petty Civil Court in manner directed by the Petty Civil Courts Act.

Application of sum due under forfeited security.

(5) When a Petty Civil Court has enforced payment of any sum due by a surety in pursuance of a security which appears to the Court to be forfeited, the sum shall be paid to the Clerk, and shall be paid and applied by him in the manner in which fines, costs or compensation, imposed by the Court, in respect of which no special appropriation is made, are payable and applicable.

Application of money deposit.

(6) Where security is given by the deposit of money under subsection (1) and the principal makes default in payment of the money in respect of which such deposit was made, the sum deposited, or so much of it as is required, shall be applied by the Clerk in the manner provided by subsection (5).

(7) Notwithstanding any action or process against the surety for the recovery of the sum due in pursuance of a security and until complete satisfaction of such sum by the principal or the surety, the principal shall be liable to be imprisoned for the term for which he would be liable had no security been given.

Liability of principal to be imprisoned.

(8) When the principal has served the term of imprisonment for which he was liable in default of payment of the sum in respect of which security was given or any part of such sum, the surety shall then be freed from liability for the payment of such sum or any part of it remaining unpaid, but he shall remain liable for any costs incurred by the State in any action or process instituted against him for enforcing such security.

Discharge of surety.

#### WARRANT OF DISTRESS

**82.** (1) Any sum of money adjudged to be paid by an order shall, if the written law on which the order is founded so directs, but subject to the following provisions of this section, and may, in the discretion of the Court in other cases, be levied upon the movable property of the defendant by distress and sale of such property.

Issue of distress warrant in certain cases. [45 of 1979]. Third Schedule. Form 12. Form 14. Form 18. Form 19.

(2) In any such case the Court shall, but subject as aforesaid, or may, as the case may be, issue its warrant of distress for the purpose of levying the same, and such warrant shall be in writing and shall be signed by the Magistrate or Justice.

(3) Where a warrant of distress is issued by the Court, it shall authorise the person charged with the execution thereof to take any money as well as any goods of the person against whom the distress is levied, and any money so taken shall be treated as if it were the proceeds of sale of goods taken under the warrant.

(4) If it appears to the Court, at the time such sum of money is adjudged to be paid or when application is made to it to issue any such warrant, that the defendant has no money or movable property whereon to levy the distress, or that, in the event of a warrant of distress being issued, his money or movable property will be insufficient to satisfy the sum of money adjudged to be paid by the order, or that the levy of the distress will be more injurious to him or his family than imprisonment, the Court may, if it thinks fit, instead of issuing such warrant of distress, order the

defendant, on non-payment of the said sum, to be imprisoned for any term not exceeding the term prescribed in respect of a like sum in the scale of imprisonment set out in section 68.

(5) The wearing apparel and bedding of a person and his family, and, to the value of two hundred dollars, the tools and implements of his trade, shall not be taken under a warrant of distress issued by the Court.

Commitment or security until return made to distress warrant. Third Schedule. Form 25.

**83.** Where a warrant of distress is issued against the defendant, the Court may either suffer the defendant to go at large or, by a warrant in that behalf, order him to be kept and detained in safe custody until return has been made to the warrant, unless the defendant gives sufficient security, by recognisance or otherwise, to the satisfaction of the Court, for his appearance before the Court at the time and place appointed for the return of the warrant.

Imprisonment in default of distress. Third Schedule. Form 45. Form 26.

**84.** Where a warrant of distress is issued against the defendant, and a return is made by the constable charged with the execution of the warrant to the effect that no sufficient money or movable property of the defendant can be found whereon to levy the distress, the Court may order the defendant, on non-payment of the sum of money adjudged to be paid by the order and all costs and charges of the distress and of the commitment, to be imprisoned for any term not exceeding the term prescribed in respect of a like sum in the scale of imprisonment set out in section 68.

General provisions with respect to distress warrants. Third Schedule. Form 46. [20 of 2020].

**85.** (1) The following provisions shall have effect with respect to the execution of warrants of distress issued by the Court:

- (a) a warrant of distress shall be executed by or under the direction of a constable;
- (b) if the constable charged with the execution of the warrant is prevented from executing it by the fastening of doors or otherwise, the Magistrate or Justice may, by writing under his hand endorsed on the warrant, authorise him to use such force as may be necessary to enable him to execute the warrant;

- (c) except so far as the person upon whose movable property the distress is levied otherwise consents in writing, the distress shall be sold at public auction, and three days at least shall intervene between the making of the distress and the sale; but where consent in writing is so given as mentioned above the sale may be in accordance with such consent;
- (d) subject as mentioned above, the distress shall be sold within the time fixed by the warrant, and if no time is so fixed, then within the period of fourteen days from the date of the making of the distress, unless the sum for which the warrant was issued, and also the charges of taking and keeping the distress, are sooner paid;
- (e) if any person charged with the execution of a warrant of distress wilfully retains from the produce of any property sold to satisfy the distress, or otherwise exacts, any greater costs or charges than those to which he is for the time being entitled by law, or makes any improper charge, he is liable, on summary conviction, to a fine of four hundred dollars but nothing herein contained shall affect the liability of any such person to be prosecuted and punished for extortion;
- (f) a written account of the costs and charges incurred in respect of the execution of any warrant of distress shall, as soon as practicable, be delivered by the constable charged with the execution of the warrant to the Magistrate or Justice; and the person upon whose movable property the distress was levied may, at any time within one month after the making of the distress, inspect such account, without payment of any fee or reward, at any time during office hours, and take a copy of such account;

(g) a constable charged with the execution of a warrant of distress shall sell the distress or cause the same to be sold, and may deduct out of the amount realised by such sale all costs and charges actually incurred in effecting such sale, and shall pay to the Clerk, or to some person specified by him, the remainder of such amount, in order that the same may be applied in payment of the sum for which the warrant was issued and of the proper costs and charges of the execution of the warrant, and that the surplus, if any, may be rendered to the person upon whose movable property the distress was levied.

Payment of amount of distress warrant.

(2) When any person against whom a warrant of distress is issued pays or tenders to the constable having the execution of the same the sum or sums in such warrant mentioned, or produces to him the receipt for the same of the Clerk, and also pays the amount of the costs and charges of such distress up to the time of such payment or tender, the constable shall cease to execute the warrant.

#### COMMITMENT OF DEFENDANT, ETC.

Power to commit defendant in certain cases. Third Schedule. Form 22.

**86.** (1) In every case where an order is made against any person for the payment of a sum of money, and such person is liable to be imprisoned, or imprisoned and kept to hard labour, for a certain term unless such sum shall be sooner paid, if such person does not pay the same, either forthwith or at the time specified in such order for the payment of the same, as the case may be, the Court may issue its warrant of commitment, under the hand of the Magistrate or Justice, requiring any constable to take and convey such person to prison, and there deliver him to the Keeper, and requiring the Keeper to receive such person into the prison, and there to imprison him and keep him to hard labour, as the case may be, for such time as may be directed and appointed by the warrant of commitment, unless the sum of money adjudged to be paid by the order, and also all other costs, charges, and expenses, shall be sooner paid. Any warrant of commitment issued under this section may be executed on a Sunday.

(2) Any such warrant of commitment may be signed either by the Magistrate or Justice who made the order or by any Magistrate or Justice who has concurrent jurisdiction with or has succeeded to or is acting for the Magistrate or Justice who made the order.

**87.** (1) Where application is made to the Court to issue a warrant for committing a person to prison for non-payment of any sum of money adjudged to be paid by an order, the Court may, if it thinks it expedient to do so, postpone the issue of the warrant until such time and on such conditions as may seem just.

Power to postpone issue of warrant of commitment.

(2) When the Court orders the imprisonment of any person, the Court may, if it thinks fit, order that such imprisonment shall not commence immediately, but shall commence on a day not more than three months after the date of such order as the Court may fix, and in such case the Court may either allow the person to go at large until that day or discharge him upon his entering into a recognisance, with or without sureties, conditioned for his reappearance on that day to undergo such imprisonment.

**88.** (1) Where any person against whom is issued a warrant of commitment for non-payment of any sum of money adjudged to be paid by an order is arrested by the constable having the execution of the warrant and such person offers to pay forthwith the sum or sums in such warrant mentioned, together with the amount of the expenses of such warrant up to the time of payment, such person shall be made to appear before a Clerk as soon as convenient after his arrest, but not later than forty-eight hours after the arrest, and upon payment of such sum or sums and expenses to the Clerk such person shall be immediately released from custody.

Payment of penalty to Clerk or at the prison. [20 of 2020].

(2) If the office of the Clerk will not be opened for public business within the said period of forty-eight hours from the arrest, or if the person arrested fails to pay all sums and expenses to the Clerk as provided for in this section, he shall be conveyed to prison as directed by the warrant.

(3) (*Repealed by Act No. 20 of 2020*).

Commencement  
of  
imprisonment.

**89.** Where any person is brought by a constable to any prison to be imprisoned by virtue of a warrant of commitment, the constable shall endorse on the warrant the day on which the person was arrested by virtue of that warrant; and the imprisonment shall be computed from that day and inclusive of it.

Varying of or  
discharging  
order for  
sureties.

**90.** Where any person has been committed to prison by the Court for default in finding a surety or sureties, the Court may, on application made to it by the person or by some person acting on his behalf, enquire into the case, and if, upon new evidence produced to the Court or proof of a change of circumstances, the Court thinks, having regard to all the circumstances of the case, that it is just to do so, the Court may reduce the amount for which it was ordered that the surety or sureties shall be bound, or dispense with the surety or sureties, or otherwise deal with the case as the Court may think just.

Right of person  
imprisoned in  
default to be  
released on  
paying sum, etc.

**91.** (1) Where any person has been committed to prison by the Court for non-payment of any sum of money adjudged to be paid by an order, such person may pay or cause to be paid to the Keeper the sum mentioned in the warrant of commitment, together with the amount of the costs, charges, and expenses, if any, also mentioned therein, and the Keeper shall receive the same and thereupon discharge such person, unless he is in his custody for some other matter.

(2) Where a term of imprisonment is imposed by the Court for non-payment of any sum adjudged to be paid by an order, that term shall, on payment of a part of such sum to the Court or to the Keeper, be reduced by a number of days bearing as nearly as possible the same proportion to the total number of days in the term as the sum paid bears to the sum adjudged to be paid.

(3) In any case where, under subsection (2), a sum has been received in part satisfaction of a sum due from a prisoner in consequence of the conviction of the Court, such sum shall be applied, firstly, towards the payment in full or in part of any costs

or damages or compensation which the Court may have ordered to be paid to the complainant and, secondly, towards the payment of the fine, if any, imposed on the prisoner.

**92.** Where the defendant, having been convicted of the offence with which he was charged, has paid the sum of money adjudged to be paid by the order, or has been discharged therefrom by the President, or has undergone imprisonment for non-payment thereof or imprisonment adjudged in the first instance, or both, or has been discharged from his conviction in manner aforesaid, he shall be released from all other criminal proceedings for the same matter. Nothing in this section shall affect the further liability of any person in respect of any continuing or recurring offence.

Determination of liability of defendant on satisfaction of or discharge from order.

#### SUMMARY ORDER

**93.** (1) Where a power is by any written law given to the Court of requiring any person to do or to abstain from doing any act or thing, other than the payment of money or of requiring any act or thing to be done or left undone, other than the payment of money, and no mode is prescribed of enforcing such requisition, the Court may exercise such power by an order, and may annex to the order any condition as to time or mode of action or otherwise which the Court may think just; and the Court may suspend or rescind the order on such undertaking being given, or such condition being performed, as the Court may think just, and generally may make such arrangements for carrying into effect the power as the Court may think fit.

Summary order to do specific act. [3 of 1980]. Third Schedule. Form 15.

(2) Every person who makes default in complying with an order of the Court in relation to any matter arising under a written law, other than the payment of money, shall be punished in the manner prescribed by such written law, or if no punishment is so prescribed, may, in the discretion of the Court, be ordered to pay a sum not exceeding forty dollars for every day during which he is in default or to be imprisoned until he has remedied his default. However, a person shall not, for non-compliance with the requisition of the Court, whether made by one or more orders, to do or to abstain from doing any act or thing, be liable under this section to the payment of any sums amounting in the aggregate to more than one thousand dollars, or to imprisonment for any periods amounting in the aggregate to more than two months.

Third Schedule. Form 13.

(3) In making any such order as provided above, the Court may direct that, in default of compliance with the order, the defendant shall pay to the complainant such sum as the Court may award as a fair compensation to him for such default, and that, in default of the payment of such sum, the defendant shall be imprisoned for any term not exceeding the term prescribed in respect of a like sum in the scale of imprisonment set forth in section 68.

#### PART VI

#### SUMMARY TRIAL OF INDICTABLE OFFENCES

Power to reduce charge from indictable to summary offence. [172/1961 8/1962 136/1976].

**94.** (1) Where, upon the holding of any preliminary enquiry on a charge of an indictable offence, the Magistrate is of opinion that the evidence establishes, or appears likely to establish, the commission of a summary offence of a like kind to the offence charged, the Magistrate may, if he thinks fit, and unless the Director of Public Prosecutions otherwise directs, inform the accused person accordingly, and all further proceedings in the case thereafter shall be the same as if a complaint had been made against such person for such latter offence.

Power to remand person charged.

(2) The Magistrate, without prejudice to any other power which he may possess, may, for the purpose of ascertaining whether it is expedient to deal with a case summarily, either before or during the hearing of the case, adjourn the case and remand the person charged.

(3) A person may be remanded under this section in like manner in all respects as a person accused of an indictable offence may be remanded.

Director of Public Prosecutions may require case to be adjourned or dealt with specially. [172/1961 8/1962 136/1976].

**95.** Where any charge of an indictable offence is being proceeded with summarily under this Act, the Director of Public Prosecutions may at any time before the decision of the case, by order in writing under his hand, require the Magistrate to adjourn the case or to deal with it as one for trial on indictment, and on receipt of such requisition the Magistrate shall deal with the case accordingly.

**96.** A Magistrate shall at any time before the decision of the case at the request of any person in charge of any prosecution, adjourn the hearing of any charge involving an indictable offence punishable on summary conviction, in order that the Director of Public Prosecutions may be consulted with a view to obtaining an order as mentioned in section 95 to have the case dealt with as one for trial on indictment.

Magistrate to adjourn case on request of prosecutor. [172/1961 8/1962 136/1976].

**97.** Where an indictable offence is, under the circumstances mentioned in this Act, authorised to be dealt with summarily —

General provisions as to dealing summarily with indictable offences.

- (a) the procedure shall, until the Court assumes the power to deal with the offence summarily, be the same in all respects as if the offence were to be dealt with throughout as an indictable offence, but when and so soon as the Court assumes the power to deal with such offence summarily, the procedure shall be the same, from and after that period, as if the offence were a summary offence and not an indictable offence, and the provisions of this Act shall apply accordingly; but nothing herein contained shall be construed to prevent the Court from dealing thereafter with the offence as an indictable offence, if it thinks fit to do so;
- (b) the evidence of any witness taken before the Court assumed the power to deal with the offence summarily need not be taken again, but every such witness shall, if the defendant so requires it, be recalled for the purpose of cross-examination;
- (c) the conviction for any such offence shall be of the same effect as a conviction on a trial on indictment for the offence;
- (d) the conviction shall contain a statement as to the plea of guilty of an adult, but it shall not be necessary to the validity or regularity of any conviction or committal in respect of an indictable offence under this Act that the same should contain any averment or statement, of the

consent of the person charged or his guardian to any offence being dealt with summarily by the Court. However, in every case in which the Court so deals summarily with an offence by consent of the person charged, a note of such consent having been given, and of the person by whom it has been given, shall be taken by the Magistrate or his Clerk.

Issue of order of dismissal on summary trial of indictable offence.

**98.** Where the Court being authorised to deal summarily with an indictable offence has assumed such power, and dismisses the complaint on the merits, it shall, if required, deliver to the person charged, a copy, certified under the hand of the Magistrate, of the order of dismissal, and such dismissal shall be of the same effect as an acquittal on a trial on indictment for the offence. This, however, shall not prejudice the complainant's right of appeal under Part VIII.

Procedure for summary trial of younger child or older child charged with an offence.  
Third Schedule.  
Form 38.  
Form 39.  
Form 40.  
[15 of 2018].

**99.** (1) Where a younger child or older child is brought before a Court for any offence the Court shall as soon as possible explain to him in simple language the substance of the alleged offence.

(2) Where a younger child is charged before a Court for any offence other than murder or manslaughter the case shall be dealt with summarily and it shall not be necessary to ask the parent or guardian of the younger child if he consents to the younger child being dealt with summarily.

(3) Where an older child is charged before a Court with an indictable offence other than murder or manslaughter and the Court becomes satisfied at any time during the hearing of the case that it is expedient to deal with it summarily, the Court shall put to the older child the following or a similar question, telling him that he may consult his parent or guardian before replying—"Do you wish to be tried by this Court or by a jury?" and the Court shall explain to the older child and to his parent or guardian the meaning of being so tried and the place where the trial would be held.

(4) After explaining the substance of the alleged offence the Court shall ask the younger child or the older child (except in cases where the older child does not consent to be tried summarily) whether he admits the offence.

(5) If the younger child or older child does not admit the offence the Court shall then hear the evidence of the witnesses in support of the charge. At the close of the evidence in chief of each such witness the younger child or older child shall be asked if he wishes to put any questions to the witness.

If the younger child or older child instead of asking questions wishes to make a statement he shall be allowed to do so.

The Court shall put to the witnesses such questions as appear to be necessary. The Court may put to the younger child or older child such questions as may be necessary to explain anything in the statement of the younger child or older child.

(6) If it appears to the Court that a *prima facie* case is made out, the evidence of any witnesses for the defence shall be heard and the younger child or older child shall be allowed to give evidence or to make any statement.

(7) If the younger child or older child admits the offence or the Court is satisfied that it is proved, he shall then be asked if he desires to say anything in extenuation or mitigation of the penalty or otherwise. Before deciding how to deal with him the Court shall obtain such information as to his general conduct, home surroundings, school record, and medical history, as may enable it to deal with the case in the best interests of the younger child or older child, and may put to him any question arising out of such information. For the purpose of obtaining such information or for special medical examination or observation the Court may, from time to time, remand the younger child or older child on bail or to a place of detention provided under section 54 of the Children Act.

Ch. 46:01.

(8) If the younger child or older child admits the offence or the Court is satisfied that it is proved, and the Court decides that a remand is necessary for purposes of enquiry or observation, the Court may cause an entry to be made in the Court Register that the charge is proved and that the younger child or older child has been remanded. The Court before which a younger child or

older child so remanded is brought may, without further proof of the commission of the offence, make any order in respect of the younger child or older child which could have been made by the Court which so remanded the younger child or older child.

Summary trial  
of complaint  
against adult for  
certain  
indictable  
offences.  
[18 of 1957  
136/1976  
3 of 1980  
16 of 1989  
6 of 2004  
12 of 2012  
10 of 2017].  
Second  
Schedule.

**100.** (1) The following provisions of this section shall have effect where an adult appears or is brought before a Court on a complaint charging him with any of the indictable offences specified in the Second Schedule.

(2) If at any time during the preliminary enquiry into the offence it appears to the Court, having regard to any representations made in the presence of the accused by or on behalf of the prosecutor or made by the accused, and to the nature of the case, that the punishment that the Court has power to inflict under this section would be adequate and that the circumstances do not make the offence one of serious character and do not for other reasons require trial on indictment, the Court may proceed with a view to summary trial.

(3) For the purpose of proceeding as aforesaid, the Court shall cause the charge to be written down, if this has not already been done, and read to the accused, and shall inform him that he may, if he consents, be tried summarily instead of being tried by a jury or by a Judge alone and explain what is meant by being tried summarily.

Third Schedule.  
Form 41.  
Form 42.  
Form 43.

(4) After informing the accused as provided by subsection (3), the Court shall ask him whether he wishes to be tried by a jury or by a Judge alone or consents to be tried summarily, and, if he consents, shall proceed to the summary trial of the complaint.

(5) A person summarily convicted of an indictable offence under this section is liable to a fine of twenty thousand dollars or imprisonment for five years; but such person shall not be liable to any greater penalty than the maximum penalty to which he would be liable if he had been convicted on indictment.

(5A) Subsection (5) shall not apply in relation to the penalty for the offence of kidnapping.

(6) Nothing in this section shall be construed as affecting the powers of the Director of Public Prosecutions under section 95 or the obligation of the Court to adjourn under section 96.

(7) Where any person is convicted under this section of an offence of inciting to commit a summary conviction offence, he shall not be liable to any greater penalty than he would be liable to on being summarily convicted of the last-mentioned offence.

(8) Where a person is convicted under this section of attempting or inciting to commit an offence that is both an indictable offence and a summary offence, he shall not be liable to any greater penalty than he would be liable to if he had been originally charged summarily with the completed offence.

(9) In this section the expression “adult” means a person who is, in the opinion of the Court before which he is tried, of the age of eighteen years or upwards.

#### PART VII

### MISCELLANEOUS PROVISIONS

#### OWNERSHIP OF PROPERTY

**101.** (1) Where, in any document in any proceeding under this Act, it is necessary to state the ownership of any property whatsoever, whether movable or immovable, which belongs to or is in the possession of more than one person, it shall be sufficient to name one of such persons, and to state such property to belong to the person so named and another or others, as the case may be.

Mode of stating  
ownership of  
property of  
partners, etc.

(2) Where in any such document, it is necessary to mention, for any purpose whatsoever, any partners or other joint owners or possessors, it shall be sufficient to describe them in the manner mentioned above.

(3) This section shall be construed to extend to all companies and associations, societies and trustees, but property may be described as belonging to any company or association by its legal or registered title.

(4) Where any property is, in any such document, described as being in any company, association, or society by its registered title, proof of the registration of the company, association, or society shall not be required unless the Court decides that such

proof shall be given; in which case the further hearing shall be adjourned for the purpose on such terms as the Court may direct; or the Court may, in its discretion, amend the proceedings by substituting the name of some person or persons for the name of such company, association, or society.

Mode of stating ownership. [85 of 2000].

**102.** Where, in any document in any proceeding under this Act, it is necessary to state the ownership of any building set apart for religious worship or of anything belonging to or being in the same, it shall be sufficient to state that such building, or such thing is the property of any religious head or official officiating therein, without naming him or them.

Mode of stating ownership of public property.

**103.** (1) Where, in any document in any proceeding under this Act, it is necessary to state the ownership of any money or other property whatsoever in the charge, custody, or under the control of any public officer and which is alleged to have been stolen, embezzled, or otherwise misappropriated, or in respect of which any offence punishable on summary conviction is alleged to have been committed, it shall be sufficient to state such money or property to be the money or property of the Government.

(2) Where, in any document in any proceeding under this Act, it is necessary to state the ownership of any work or building made, erected, or maintained, either wholly or in part, at the expense of the inhabitants of Trinidad and Tobago or of any city, town, or village thereof, or of anything belonging to or being in or used in relation to the same, or of anything provided for the use of the poor or of any public institution or establishment, or of any materials or tools provided or used for repairing any such work or building or any public road or highway, or of any other property whatsoever, whether movable or immovable, of such inhabitants, it shall be sufficient to state that such property is the property of the inhabitants of Trinidad and Tobago or of the city, town, or village, as the case may be, without naming any of the inhabitants.

ARREST

**104.** Any person who is found committing any summary offence may be taken into custody, without warrant, by any constable, or may be apprehended by the owner of the property on or with respect to which any such offence is committed, or by his servant or any other person authorised by him, and shall in the latter case be delivered as soon as possible into the custody of any constable to be dealt with according to law.

Arrest of offender in certain cases.

**105.** On a person being taken into custody for a summary offence without a warrant, any police officer of or above the rank of corporal may in any case, and shall, if it will not be practicable to bring such person before a Magistrate or Justice within twenty-four hours after he was so taken into custody, enquire into the case, and, unless the offence appears to such police officer to be of a serious nature, grant him bail in accordance with the Bail Act, subject to a duty to appear before a Court at such time and place as the police officer appoints; but where such person is retained in custody he shall be brought before a Court of summary jurisdiction as soon as practicable.

Procedure where offender is taken into custody without warrant. [18 of 1994].

Ch. 4:60.

**106.** (1) Every warrant of arrest issued under this Act, or, unless the contrary is expressly provided, under any other written law relating to summary offences, shall bear the date of the day of issue, and shall be signed by the Magistrate or Justice by whom it is issued.

Form and requisites of warrant of arrest.

(2) No such warrant shall be signed in blank.

(3) No such warrant shall be issued without an information or other statement in writing and upon oath.

(4) Every such warrant shall be directed to all constables.

(5) Every such warrant may be executed by any constable.

(6) Every such warrant shall state concisely the offence or matter for which it is issued, and shall name or otherwise describe the person to be arrested, and it shall order the constables to whom it is directed to apprehend such person and bring him before the Court to answer the said information or statement, or to testify, or otherwise, according to the circumstances of the case, and to be further dealt with according to law.

(7) It shall not be necessary to make any such warrant returnable at any particular time, but the same shall remain in force until it is executed.

Warrant  
endorsed for  
bail.  
[18 of 1994].

**107.** (1) A Magistrate or Justice on issuing a warrant for the arrest of any person may grant him bail by endorsing the warrant for bail in accordance with subsection (2).

(2) A direction for bail endorsed on a warrant under subsection (1) shall—

(a) state that the person arrested is to be released on bail subject to a duty to appear before such Court and at such time as may be specified in the endorsement; and

(b) fix the amounts in which any surety is to be bound.

(3) Where a warrant has been endorsed for bail under subsection (1), then, on the person referred to in the warrant being taken to a police station on arrest under the warrant, the officer in charge of the police station shall, subject to his approving any surety tendered in compliance with the endorsement, release the person from custody as directed in the endorsement.

Execution of  
warrant.

**108.** (1) Any such warrant of apprehension may be issued and executed on a Sunday.

(2) The constable executing any such warrant shall, before making the arrest, inform the person to be arrested that there is a warrant for his apprehension, unless there is reasonable cause for abstaining from giving such information on the ground that it is likely to occasion escape, resistance, or rescue.

(3) Subject to the provision hereafter in this section contained, it shall not be necessary for the constable executing any such warrant to have the same in his possession; but if he has it, he shall, upon request, show it to the person arrested or to be arrested.

(4) Every person arrested on any such warrant shall be brought before the Court as soon as is practicable after he is so arrested.

(5) Any constable authorised to execute any such warrant may, for the purpose of executing it, either with or without assistance from any other person or persons, break open and enter any house, building, or enclosed place, if admittance cannot otherwise be obtained; but in such case he shall be in possession of the warrant, and before so doing he shall, as far as practicable, notify his possession of the warrant.

**109.** A person arrested, whether with or without warrant, shall not be handcuffed or otherwise bound, except in case of necessity, or of reasonable apprehension of violence, or of attempt to escape, or by order of the Court or of a Magistrate or Justice.

Handcuffing.

#### SEIZURE AND RESTITUTION OF PROPERTY

**110.** (1) The Court may order the seizure of any property which there is reason to believe has been obtained by, or is the proceeds of, any summary offence, or into which the proceeds of any summary offence have been converted, and may direct that the same shall be kept or sold, and that the same, or the proceeds thereof if sold, shall be held as it directs, until some person establishes, to its satisfaction, a right thereto. If within six months from the seizure no claim is made, or no proceedings are commenced to substantiate a claim to such property or to the proceeds thereof, then the same shall become vested in the Comptroller of Accounts for the use of the State and shall be disposed of accordingly.

Seizure of property the proceeds of summary offence.

(2) The Court may order the seizure of any instruments, materials, or things which there is reason to believe are provided or prepared, or being prepared, with a view to the commission of any summary offence, and may direct the same to be held and dealt with in the same manner as property seized under subsection (1).

Seizure of things intended to be used in commission of offence.

**111.** Any order made under section 110 may be enforced by a search warrant under this Act.

Enforcement of order of seizure.

**112.** (1) Where, upon the apprehension of any person charged with a summary offence, any property is taken from him, a report shall be made by the police to the Court of the fact of such property

Return of property found upon person apprehended.

having been taken from such person and of the particulars of such property, and the Court shall, if it is of opinion that such property, or any portion thereof, can be returned consistently with the interests of justice and the safe custody of the person charged, order such property, or any portion thereof, to be returned to the person charged or to such other persons as he may direct.

Money found on person apprehended.

(2) Where, upon the apprehension of any person charged with a summary offence, any money is taken from him, the Court may, in its discretion, in case of the conviction of such person, order such money, or any part thereof, to be applied to the payment of any costs, or costs and compensation, directed to be paid by such person.

Restitution of property on conviction. Third Schedule. Form 47. Ch. 84:05.

**113.** (1) Subject as hereinafter provided, and to the provisions of the Pawnbrokers Act, where any person is convicted of a summary offence, any property found in his possession, or in the possession of any other person for him, may be ordered by the Court to be delivered to the person who appears to the Court to be entitled to it or, if there is no such person, into the Treasury for the use of Trinidad and Tobago.

(2) Nothing in this section shall prevent the Court from ordering the return to any person charged with a summary offence, or to any person named by the Court, of any property found in the possession of the person so charged, or in the possession of any other person for him, or any portion of that property, if the Court is of opinion that such property or portion of that property can be returned consistently with the interests of justice and with the safe custody or otherwise of the person so charged.

#### KEEPING OF THE PEACE

Order to keep the peace—procedure thereon. Third Schedule. Form 16. Form 32.

**114.** (1) The power of a Court, upon complaint of any person, to adjudge a person to enter into a recognisance and find sureties to keep the peace or to be of good behaviour towards such first-mentioned person, shall be exercised by an order upon complaint.

(2) This Act shall apply to the hearing of any such complaint, and the complainant and the defendant and the witnesses

may be called and examined and cross-examined, and the complainant and the defendant shall respectively be liable to the payment of costs, or of costs and compensation, as in the case of any other complaint.

(3) The Court may order the defendant, in default of compliance with the order, to be imprisoned for six months.

**115.** The Court shall have power, in any complaint made for a summary offence, whether the complaint is dismissed or the defendant is convicted, to order the complainant, defendant and any witness in the case, or all or any of them, with or without a surety or sureties, to enter into a bond to be of good behaviour, and may sentence any person who fails to comply with the order to be imprisoned for three months, in addition to any other punishment to which such person is liable.

Power to bind parties to be of good behaviour. [45 of 1979].

#### SAVING OF VALIDITY OF PROCESS

**116.** The following provisions with respect to certain proceedings in the Court shall have effect:

Warrant of commitment.

(a) a warrant of commitment shall not be held void by reason only of any defect therein, if it is therein alleged that the offender has been convicted, or ordered to do or to abstain from doing any act or thing required to be done or left undone, and there is a good and valid order to sustain the same;

(b) a warrant of distress shall not be held void by reason only of any defect therein, if it is therein alleged that an Order has been made, and there is a good and valid order to sustain the same; and a person acting under a warrant of distress shall not be deemed a trespasser from the beginning by reason only of any defect in the warrant or of any irregularity in the execution of the warrant; but this provision shall not prejudice the right of any person to satisfaction for any special damage caused by any defect in or irregularity in the execution of a warrant of distress;

Warrant of distress.

Death of Magistrate or Justice.

(c) a summons or warrant or other process shall not be held void by reason of the Magistrate or Justice who signed the same dying or ceasing to hold office.

Barring of objection to jurisdiction unless taken at hearing or when order made.

**117.** It shall not be competent for any person to impeach, in any proceeding or in any other manner whatever, any order made by the Court on the hearing of a complaint, on the ground that the Court had no jurisdiction to make the order, unless such objection was taken on the hearing of the complaint or at the time of the making of the order.

Effect of variance or defect in proceedings.

**118.** (1) In any case in the Court, no variance between the complaint or summons or warrant and the evidence adduced in support thereof, as to the time at which the cause of complaint is alleged to have arisen, shall be deemed material, if it is proved that such complaint was in fact made within the time limited by law for making the same; and no variance between such complaint or summons or warrant and the evidence adduced in support thereof, as to the place in which the cause of complaint is alleged to have arisen, shall be deemed material.

(2) No objection shall be taken or allowed, in any proceeding in the Court, to any complaint, summons, warrant, or other process for any alleged defect therein in substance or in form, or for any variance between any complaint or summons and the evidence adduced in support thereof.

(3) Where any variance or defect mentioned in this section appears to the Court at the hearing to be such that the defendant has been thereby deceived or misled, the Court may make any necessary amendments, and, if it is expedient to do so, adjourn, upon such terms as it may think fit, the further hearing of the case.

#### PROOF OF PROCESS

Proof of service of summons or other process. Third Schedule. Form 50.

**119.** (1) In every proceeding in the Court in which it is necessary to prove the service of any summons, notice, order, or other process of the Court upon any person, it shall be deemed to be sufficient proof of such service if the person by whom such process has been served is duly sworn, by and before any Magistrate or Justice, to an affidavit of such service.

(2) Any such affidavit shall be received in evidence in any proceeding in a Court without proof of the signature or of the official character of the person making it or of the person before whom it is made; and the onus of showing that any service referred to in such affidavit was not made in accordance with the tenor of the affidavit shall be on the party objecting.

(3) All such affidavits shall be numbered by the Clerk consecutively in the order in which they are received, and shall be filed as of record in the Court in which they are entitled; and, in every case in which any such affidavit is used, it shall be sufficient to note on the proceedings the number of such affidavit and the Court in which it is filed.

**120.** (1) Where upon the hearing of any complaint it is proposed to prove against the defendant the fact of a former conviction, production of a copy of the commitment certified under the hand of the Commissioner of Prisons or production of the police register book of persons convicted of crime, upon proof of the identity of the person named therein, shall be sufficient proof that such person has been convicted of the offence therein specified.

Proof of previous convictions.

(2) Production of a certificate stating the substance and effect of any conviction or order, omitting the formal parts thereof, signed by the Clerk or other officer having the custody of the records of any Court, upon proof of the identity of the person therein named, shall be sufficient proof of such conviction or that the order therein specified has been made against the person therein named.

(3) No proof need be given of the signature or official character of any person signing such commitment or certificate as mentioned above.

#### RECOGNISANCES

**121.** Where a Magistrate or Justice has made an order directing or allowing any recognisance to be taken, and it is not practicable or convenient for him to attend at the time and place where the recognisance is to be taken, any other Magistrate or Justice may

Taking of recognisance.

attend and take the recognisance, which shall thereafter have effect and be dealt with in the same manner as if it had been taken by the first-mentioned Magistrate or Justice.

Continuous  
recognisance.  
Third Schedule.  
Form 29.

**122.** A recognisance for the appearance of any person before the Court may be conditioned for his appearance at every time and place to which, during the course of the proceedings, the hearing may be from time to time adjourned, without prejudice, however, to the power of the Court to vary the order at any subsequent hearing.

Mode of  
enforcing  
recognisance.  
Third Schedule.  
Form 33.  
Form 36.  
Form 37.  
[18 of 1994].

**123.** (1) Where a recognisance to keep the peace or to be of good behaviour has been entered into before a Court or any recognisance is conditioned for the appearance of a person before a Court or for his doing any other act or thing connected with a proceeding before a Court, and the recognisance appears to the Court to be forfeited, the Court may declare the recognisance to be forfeited and adjudge the persons bound thereby, whether as principal or surety, or any of them, to pay the sum in which they are respectively bound.

(2) The Court which declares the recognisance to be forfeited may, instead of adjudging any person to pay the whole sum in which he is bound, adjudge him to pay part only of the sum or remit the whole sum.

Enforcement of  
recognisance to  
be of good  
behaviour.

(3) Where a surety to a recognisance to keep the peace or to be of good behaviour has reason to suspect that the person bound as principal has been or is about to be guilty of conduct which was or would be a breach of the conditions of the recognisance, he may make a complaint before any Justice having jurisdiction either in the place in which the said person is or is believed by the complainant to be or in the place where the Court by which the recognisance was ordered to be entered into was held, and that Justice may thereupon, if in his discretion he thinks fit, issue a summons against the said person.

(4) The Court before which the said person appears in answer to any such summons may, as it thinks fit, either order him to enter into a fresh recognisance, with or without sureties,

or deal with him in the same manner as if he were a person who had failed to comply with an order to enter into a recognisance and find sureties to keep the peace or to be of good behaviour, and shall in either case order that the first-mentioned recognisance shall be discharged.

**124.** (1) Where any recognisance is declared or adjudged to be forfeited, any Magistrate or Justice having jurisdiction over the matter of the complaint may, forthwith or at any time after such declaration, issue a warrant of commitment against any person liable, whether as principal or surety under such recognisance, for any term not exceeding the term prescribed in respect of a like sum in the scale of imprisonment set forth in section 68, unless the amount due under such recognisance and the costs awarded against the defendant, including the costs of the forfeiture, the commitment and the conveying of such person to prison or the levying of distress, as the case may be, if the Magistrate or Justice thinks fit so to order (the amount being ascertained and stated in the warrant), are sooner paid; but, at any time before the issue of the warrant of commitment, the Magistrate or Justice may remit the whole or any part of the sum either absolutely or on such conditions as the Magistrate or Justice thinks fit.

Where  
recognisance  
forfeited.  
[18 of 1994].

(2) All sums paid or recovered in respect of any recognisance declared or adjudged by the Court in pursuance of this section to be forfeited shall be paid to the Clerk.

#### REWARDS

**125.** Subject to the provisions of any written law, the Minister may award an amount not exceeding one-half of the net proceeds of any penalty, seizure, or forfeiture, after the deduction of all costs, charges, and expenses whatsoever, to or among any person or persons who may have been concerned in seizing, prosecuting, or giving information or assistance in the matter, and, if there are more persons than one, in such proportions as he may think fit.

Rewards.

REMISSIONS

Power of the President as to remission of penalties, etc., or as to restoration of articles.

**126.** (1) The President may remit, in whole or in part, any sum of money which may be imposed as a penalty and as costs, charges, and expenses in connection with such penalty, on any person convicted of a summary offence, or of an offence summarily dealt with under this Act, although such money may be, in whole or in part, payable into public funds for the use of the State, or to some party other than the State, and may grant a pardon to any person who may be imprisoned for non-payment of any sum of money so imposed, although the same may be, in whole or in part, payable into public funds for the use of the State, or to some party other than the State.

(2) The President may order the restoration of anything seized or detained in connection with a summary offence.

(3) Every such remission or restoration may be made in such manner and subject to such terms and conditions as the President may see fit to direct.

Effect of acquiescence in remission or restoration.

(4) Every person who accepts or acquiesces in any such remission or restoration shall be debarred from having, maintaining, or continuing any action or suit in respect of any matter to which such remission or restoration may relate, and no further proceedings shall be taken against such person in relation to any such matter.

MEDICAL TESTIMONY

Evidence of medical witness. [18 of 1957].

**127.** (1) Save as provided in subsection (2), where a medical practitioner being registered as a member of the Medical Board examines a person, or where a medical practitioner whose name is entered in the Register of Provisional Medical Registration examines a person in the hospital or institution at which such medical practitioner is employed, any document purporting to be a report under the hand of the medical practitioner on the examination of the person—

- (a) with respect to the nature and extent of any injuries found by him on the examination;
- (b) with respect to the nature of the instrument (if any) with which the injuries were probably inflicted; and

(c) with respect to the probable degree of force which was used, shall, if the report purports to have been made on the day of or the day after such examination, be admissible, on the hearing of a complaint for a summary offence or on the summary trial of an indictable offence arising out of the said injuries, as evidence of the matters contained in the report.

(2) The report shall not be admitted as evidence under subsection (1) where—

- (a) the Court *ex proprio motu* is of opinion that in the circumstances of the case the report ought not to be admitted as evidence; or
- (b) the defence requests that the report be not so admitted and the Court is satisfied that such request is not made for the purpose of defeating the ends of justice or for the purpose of vexation or delay.

#### PART VIII\*

#### APPEALS AND SPECIAL CASES

**128.** (1) Where a Court refuses to make a conviction or order, the complainant may appeal to the Court of Appeal against such decision. Right of appeal.

(2) Where a Court makes a conviction or order, the party against whom the conviction or order is made may appeal to the Court of Appeal against such conviction or order.

**128A.** An appellant who is not granted bail shall, pending the determination of his appeal, be treated in like manner as a defendant in custody awaiting trial. Appellant in custody. [29 of 1982 18 of 1994].

**129.** Where a right of appeal is given by any Act passed before the commencement of this Act to any person whomsoever whether Right of appeal under former Act.

\*See Notes on pages 2 and 3 for validation of acts or things done or omitted to be done under this Part.

in respect of the conviction or order of any Magistrate or Justice against such person or in respect of any refusal by any Magistrate or Justice to convict or make an order against any defendant, then and in every such case an appeal shall lie under this Act and the proceedings upon such appeal shall be according to the Act.

Notice of appeal to be given. [13 of 1986 6 of 2004].

**\*130.** (1) An appeal shall be commenced by an appellant giving an oral or a written notice of appeal in accordance with subsection (2).

(2) Where an appellant gives—

(a) an oral notice of appeal it shall be immediately reduced to writing by the Court, signed by the appellant or his Attorney-at-law; or

(b) a written notice of appeal it shall be signed by the appellant or his Attorney-at-law,

and given to the Clerk.

(3) The notice of appeal shall be given in every case before the expiration of the fourteenth day after the day on which the Court has made the order or given the refusal appealed against.

(4) Such notice shall be in the form set out as Form 1 or Form 2 in the Fourth Schedule.

Fourth Schedule.

Extension of time to appeal. [6 of 2004].

**130A.** (1) Upon an application by an appellant for an extension of time to give notice of appeal under this Act, the Court of Appeal may extend the time prescribed to give the notice of appeal, on any terms and conditions as it considers just.

(2) The power granted under subsection (1) may be exercised by a single Judge of the Court of Appeal.

Reasons for decision to be stated. [13 of 1986].

**130B.** (1) Where notice of appeal has been given in accordance with section 130, the Magistrate or Justice shall within sixty days of the giving of such notice draw up and sign a statement of the reasons for his decision.

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\*See Note on page 3 for validation of giving of notice of appeal under section 130.

(2) The appellant and respondent shall be entitled upon application to the Clerk to obtain a copy of the statement of the Magistrate's or Justice's reasons for his decision.

**131.** An appellant shall, either at the time of giving a notice of appeal, or at any time within ten days of the pronouncing of the decision, serve a written notice of reasons for appeal upon the Clerk.

Reasons for appeal.

**132.** A notice of reasons for appeal may set forth all or any of the following reasons, and no others:

Enumeration of admissible reasons for appeal.

- (a) that the Court had no jurisdiction in the case—  
Provided that the Court of Appeal shall not entertain such reason for appeal, unless objection to the jurisdiction of the Court has been formally taken at some time during the progress of the case and before the pronouncing of the decision; or
- (b) that the Court has exceeded its jurisdiction in the case; or
- (c) that the Magistrate or Justice was personally interested in the case; or
- (d) that the Magistrate or Justice has acted corruptly or maliciously in the case; or
- (e) that the decision has been obtained by fraud; or
- (f) that the case has been already heard or tried and decided by, or forms the subject of a hearing or trial pending before, some competent tribunal; or
- (g) that the Court refuses to make a conviction or an order, or that the appellant is not guilty, as the case may be, either of which reasons shall entitle the appellant to maintain—
  - (i) that legal evidence substantially affecting the merits of the case has been rejected by the Court; or
  - (ii) that illegal evidence has been admitted by the Court and that there is not sufficient legal evidence to sustain the decision after rejecting such illegal evidence; or

- (iii) that the decision is unreasonable or cannot be supported having regard to the evidence; or
- (h) that the decision is erroneous in point of law; or
- (i) that some other specific illegality, not mentioned above, and substantially affecting the merits of the case, has been committed in the course of the proceedings in the case; or
- (j) that the sentence imposed is unduly severe.

Manner of setting forth reasons for appeal.

**133.** (1) An appellant shall, subject to the provisions of this section, set forth in his notice of reasons for appeal the particular matter on which he relies or of which he complains, in such manner as to inform the respondent thereof, as, for example, if he relies upon the reason for appeal stated in section 132(f), the name of the tribunal shall be stated, and, if a decision is alleged, the approximate date of such decision shall be stated; if he relies upon the reason for appeal stated in section 132(h), the nature of the error shall be stated; and if he relies upon the reason for appeal stated in section 132(i) the illegality complained of shall be clearly specified.

(2) Where the reason for appeal given is that the appellant is not guilty, no particulars need be stated.

Bail to be granted to appellant sentenced to less than three months. [29 of 1982].

**133A.** (1) Where an appellant, who is sentenced to a term of imprisonment for less than three months, has given notice of appeal then, if he is in custody, the Magistrate or Justice whose decision is appealed against, or if that Magistrate or Justice is not available some other Magistrate or Justice shall grant him bail.

(2) Within nine days after the pronouncing of the decision an appellant to whom subsection (1) applies shall, unless he remains in custody under section 136, enter into a recognisance with one or more sureties in such sum as the Magistrate or Justice thinks sufficient acknowledged before him and conditioned that the appellant appear before the Court of Appeal and do not depart therefrom without leave and prosecute the appeal and abide by the judgment of the Court of Appeal and pay such costs as may be awarded by the Court of Appeal.

(3) A recognisance referred to in subsection (2) shall be in the form set out as Form 3 in the Fourth Schedule; but the Court may consent to a deposit of money into Court from or on account of any person in lieu of such surety or sureties and in such case, upon the deposit of the sum required by the Magistrate or Justice, the appellant shall enter into a recognisance in the form set out as Form 4 in the Fourth Schedule.

Form 3.  
Fourth  
Schedule.

Form 4.  
Fourth  
Schedule.

(4) An appellant to whom this section applies may at any time apply to a Judge of the High Court to review any decision of a Magistrate or Justice granting bail under this section; and on any such application the Judge may, in his discretion, confirm or modify such decision, and thereupon the appellant is not entitled to make a fresh application to any other Judge of the High Court to review the decision of the Magistrate or Justice.

**134.** (1) Where an appellant, who is sentenced to a term of imprisonment for three months or more than three months, has given notice of appeal then, if he is in custody, the Magistrate or Justice whose decision is appealed against, or if that Magistrate or Justice is not available some other Magistrate or Justice may in his discretion grant him bail.

Bail may be granted to appellant sentenced to three or more than three months. [29 of 1982].

(2) Where a Magistrate or Justice grants bail to an appellant then, within nine days of such decision the appellant shall, unless he remains in custody under section 136, enter into a recognisance with one or more sureties in such sum as the Magistrate or Justice thinks sufficient acknowledged before him and conditioned that the appellant appear before the Court of Appeal and do not depart therefrom without leave and prosecute the appeal and abide by the judgment of the Court of Appeal and pay such costs as may be awarded by the Court of Appeal.

(3) A recognisance referred to in subsection (2) shall be in the form set out as Form 3 in the Fourth Schedule; but the Court may consent to a deposit of money into Court from or on account of any person in lieu of such surety or sureties and in such case, upon the deposit of the sum required by the Magistrate or Justice, the appellant shall enter into a recognisance in the form set out as Form 4 in the Fourth Schedule.

Form 3.  
Fourth  
Schedule.

Form 4.  
Fourth  
Schedule.

(4) An appellant to whom this section applies may at any time apply to a Judge of the High Court to review any decision of a Magistrate or Justice granting or refusing to grant bail under this section; and on any such application the Judge may, in his discretion, confirm, modify or reverse such decision, and thereupon the appellant is not entitled to make a fresh application to any other Judge of the High Court to review the decision of the Magistrate or Justice.

Procedure after notice of appeal given. [13 of 1986 18 of 1994].

**135.** (1) Upon notice of appeal being given and such recognisance as mentioned above being entered into, the Magistrate or Justice before whom the recognisance is entered into shall release the appellant, and the Clerk shall, with all convenient dispatch, transmit to the Registrar of the Supreme Court—

- (a) three copies of the record of the proceedings, the notes of evidence and the statement of the reasons for the decision of the Magistrate or Justice duly certified under his hand; and
- (b) all writings and other articles exhibited by the witnesses or any of them inventoried and labelled, or otherwise marked so that the same may be identified on the hearing of the appeal.

(2) On receipt thereof the Registrar shall cause the appeal to be entered for the next convenient sittings of the Court of Appeal and shall notify the Clerk and the Clerk of Appeals thereof.

(3) After the Court of Appeal has pronounced judgment on the appeal or made any order thereon under section 147 the Registrar of the Supreme Court shall with all convenient dispatch return to the Clerk the said exhibits.

(4) For the purposes of this Part the expression “Clerk of Appeals” means the public officer whose official functions include the receipt and despatch of notices of appeals.

Where recognisance not entered into. [29 of 1982].

**136.** (1) A defendant who has given notice of appeal and has not been granted bail or is unable to find the necessary surety or sureties may prosecute his appeal without entering into a

recognisance provided he remains in custody pending the hearing of the appeal, and in such case the Magistrate or Justice shall, by warrant under his hand, direct the appellant to be detained in custody accordingly, notwithstanding that the appellant may have been allowed time for payment of any pecuniary penalty, and shall, in such warrant, intimate to the Keeper that notice has been given of appeal.

(2) The appellant shall in such case be detained in custody and may be taken without any fresh order or warrant in custody of a constable to the Court of Appeal to attend the hearing of the appeal.

(3) Notwithstanding anything contained in this section, an appellant may, at any time before his appeal is heard, enter into a recognisance in the form and subject to the conditions set out in section 134, and thereupon he shall be liberated unless he is in custody in respect of any other charge or matter.

**137.** (1) The Clerk shall, in the prescribed manner, transmit to or cause to be served upon the respondent or his Attorney-at-law a copy certified under his hand of the notice of appeal, and of the reasons for appeal.

Copy of notice  
to be sent to  
respondent.  
[13 of 1986].

(2) The Clerk of Appeals shall, when ascertained from the Registrar, notify the appellant, and where the notice of appeal has been signed by Attorney-at-law, his Attorney-at-law and the respondent, of the day on which the appeal will in the ordinary course of business be on the list for hearing before the Court of Appeal.

\* (3) Every notification required by this section to be given by the Clerk of Appeals shall be in writing signed by him, and may be transmitted—

- (a) by ordinary post to the Attorney-at-law of the appellant or respondent;
- (b) by registered post to the Attorney-at-law or appellant at the address appearing on the

\*See rule 4 of the Summary Courts (Costs on Appeal) Rules (made under section 157) as to alternative mode of service.

recognisance entered into by the appellant under section 134; or

(c) by registered post to the respondent at his last known place of abode,

and shall be deemed to have been served at the time when any letter so transmitted would be delivered in the ordinary course of the post.

Abandonment of appeal. [13 of 1986 6 of 2004].

**138.** (1) An appellant may serve written notice upon the Registrar that he abandons his appeal, and thereupon section 150(2) shall apply.

(2) The Registrar shall give notice to the Clerk, the Clerk of Appeals and to the respondent of the abandonment of the appeal.

#### HEARING AND JUDGMENT

Where appellant makes default in prosecuting appeal.

**139.** (1) Where the appellant makes default in duly prosecuting his appeal, the Magistrate or Justice shall thereupon treat the recognisance as forfeited and deal with the same in accordance with this Act.

(2) Where the appellant making such default has been released from custody under section 135, and remains or becomes liable to be kept in custody, the Magistrate or Justice shall forthwith issue a warrant for his apprehension, in order that he may be returned to prison accordingly.

Where appellant fails to appear.

**140.** (1) Where, on the day of hearing or at any adjournment of the case, the appellant does not appear, the case shall be struck out and the decision shall be affirmed, unless the Court of Appeal thinks fit, for sufficient cause, to order otherwise.

(2) Where the respondent appears, the judgment shall be with costs of the appeal against the appellant, unless the Court of Appeal expressly orders otherwise; but if the respondent does not appear, the costs of the appeal shall be in the discretion of the Court.

Where appellant appears.

**141.** (1) Where, on the day of hearing and at every adjournment of the case, the appellant appears, the Court of Appeal shall, whether

the respondent appears or not, proceed to the hearing or further hearing and the determination of the case, and shall give judgment according to the very right of the case without regarding any imperfection or defect of form.

(2) Where it appears or is proved to the Court that the appellant has not complied with the requirements contained above with respect to the giving of notice of appeal, the Court shall dismiss the appeal and affirm the decision, with or without costs of appeal against the appellant. The Court may, however, in its discretion, extend the time for service of notice of reasons for appeal upon such conditions as it may think fit.

**142.** On the hearing, it shall not be competent for the appellant to go into, or to give evidence of, any other reasons for appeal than those set forth in his notice of reasons for appeal. However, where in the opinion of the Court, other reasons for appeal than those set forth in the notice of reasons for appeal should have been given, or the statement of reasons is defective, the Court, in its discretion, may allow such amendments of the notice of reasons for appeal upon such conditions as to service upon the respondent and as to costs as it may think fit.

Appeal limited to reasons given in notice.

**143.** (1) No objection on account of any defect in the form of setting out any reason for appeal shall be allowed, and no objection to the reception of evidence offered in support of any reason for appeal shall prevail, unless the Court of Appeal is of opinion that the ground of appeal is so imperfectly or incorrectly stated as to be insufficient to enable the respondent to enquire into the subject matter or to prepare for the hearing.

Objections to form of reasons for appeal.

(2) In any case where the Court is of opinion that any objection to any reason for appeal or to the reception of evidence in support of any reason for appeal ought to prevail, the Court may, if it thinks fit, cause the reason for appeal forthwith to be amended by the Registrar upon such terms and conditions, if any, as the Court may think just.

**144.** If, on the hearing, it appears that there is any defect in form in the information or complaint, or any omission or mistake in the drawing up of the conviction or order, and if it is shown to

Objections to complaint, information, conviction, or Order.

the satisfaction of the Court of Appeal that there was sufficient evidence before the Magistrate or Justice making such conviction or order to have authorised the drawing up thereof free from such omission or mistake, the Court shall amend such information or complaint or such conviction or order and proceed as if no such defect, omission, or mistake had existed. Nothing in this section, however, shall affect the provisions of section 142.

Defects in proceedings under appeal.

**145.** On any appeal from a decision of a Court of summary jurisdiction, no objection shall be taken or allowed to any proceeding in such Court for any defect or error which might have been amended by such Court, or to any complaint, summons, warrant, or other process to or of such Court for any alleged defect therein in substance or in form, or for any variance between any complaint or summons and the evidence adduced in support thereof in such Court. If any error, defect, or variance mentioned in this section appears to the Court of Appeal at the hearing of any appeal to be such that the appellant has been thereby deceived or misled, the Court of Appeal may either refer the case back to the Magistrate or Justice with directions to rehear and determine the same, or reverse the decision appealed from, or make such other order for disposing of the case as justice may require.

Defects in notice of appeal or recognisance.

**146.** No objection shall be taken or allowed, on any appeal, to any notice of appeal which is in writing or to any recognisance entered into under this Act, for the due prosecution of such appeal for any alleged error or defect therein. However, if any such error or defect appears to the Court of Appeal to be such that the respondent on such appeal has been thereby deceived or misled, the Court of Appeal may amend the same and, if it is expedient to do so, also adjourn the further hearing of the appeal, the amendment and the adjournment (if any) being made on such terms as the Court may think just.

Power to the Court to take evidence.

**147.** The Court of Appeal may, in any case where it may consider it necessary that evidence should be adduced, either—

- (a) order such evidence to be adduced before the Court on some day to be fixed; or
- (b) order such evidence to be given by affidavit; or

- (c) refer the case back to the Magistrate or Justice to take such evidence; and may in such case either direct the Magistrate or Justice to adjudicate afresh after taking such evidence and subject to such directions in law, if any, as the Court may think fit to give, or direct him, after taking such evidence, to report specific findings of fact for the information of the Court; and on any such reference the case shall, so far as may be practicable and necessary, be dealt with as if it were being heard in the first instance.

**148.** Every person who, being duly summoned to appear and give evidence upon any appeal, neglects or refuses without lawful excuse to appear at the time and place specified in the summons, or who, having appeared, refuses without lawful excuse to give evidence or to answer any question put to him by the Court of Appeal, shall be liable, on the order of the Court of Appeal, to a fine of one thousand dollars or to imprisonment for three months.

Neglecting or refusing to appear when summoned.

**149.** (1) On the conclusion of the hearing, the Court of Appeal shall, either at the same or any subsequent sitting, pronounce judgment on the appeal.

Giving of judgment.

(2) In giving judgment the Court of Appeal may—

Powers of Court in giving judgment.

- (a) affirm, modify, amend, or reverse the decision, either in whole or in part, and, if the Court thinks that a different sentence should have been passed, quash the sentence passed by the Magistrate or Justice and pass such other sentence warranted in law (whether more or less severe) in substitution therefor as the Court thinks should have been passed;
- (b) if any omission or mistake is made in drawing up any order or judgment, and it is shown to the satisfaction of the Court that sufficient grounds were in proof before the Magistrate or Justice making the order or giving the judgment to have authorised the drawing up thereof free from such

omission or mistake, amend such order or judgment and adjudicate thereupon as if no such omission or mistake had existed;

- (c) refer the case back to the Magistrate or Justice with directions to rehear it, or otherwise to deal with it as the Court may think just, and thereafter either to return the case to the Court for further hearing and determination, or to determine it, as the Court may think fit, or refer it back as mentioned in section 147; and in every such case the provisions of paragraph (c) of section 147 shall apply; or
- (d) make such other order for disposing of the case as justice may require.

(3) The Court of Appeal may, so far as may be necessary for doing complete justice between the parties, review any order made by the Magistrate or Justice.

Enforcing of  
judgment.  
[6 of 2004].  
Fourth  
Schedule.  
Form 5.

**150.** (1) After the pronouncing of the judgment of the Court of Appeal, and subject to this section, the Magistrate or Justice from whom the appeal came shall have the same jurisdiction and power to enforce, and shall enforce, any decision which may have been affirmed, modified, amended, or substituted by the Court of Appeal, or any judgment which may have been pronounced by the Court, in the same manner in all respects as if such decision or judgment had been pronounced by himself. Where, however, an order for the imprisonment of any person is affirmed on appeal, whether with or without modification or amendment, or where the Court of Appeal orders the imprisonment of any person, the Court of Appeal may, if it considers it expedient to do so, forthwith commit such person to prison in pursuance and in execution of such order.

(2) The period of sentence of a person mentioned in subsection (1) shall, whether or not he has appealed his sentence, be counted—

- (a) if he is not actually in custody, from the day on which he is in actual custody in the prison in which he is ordered to be imprisoned; or

(b) if he is actually in custody, from the day on which he is in actual custody in the prison in which he was ordered to be imprisoned pursuant to the order of the Court, or from such day as the Court of Appeal may determine.

#### COSTS

**151.** If, on the hearing of an appeal, the Court of Appeal adjudges the appeal to have been frivolous and vexatious, the Attorney-at-law who has given notice of appeal shall be personally liable to pay the taxed costs of the respondent, and in such case, upon proof to the satisfaction of a Judge in Chambers that execution against the appellant and his sureties (if any) has not produced sufficient to realise the amount of the taxed costs, then the Judge shall, on summons to be served on the Attorney-at-law, make an order for the payment by the Attorney-at-law of the balance of the costs remaining unpaid.

Frivolous and vexatious appeals.

**152.** Subject to the express provisions of this Act, the Court of Appeal may make such order as to the costs of any case both in the Summary Court and in the Court of Appeal as it may think just.

General power of the Court as to costs.

**153.** Where an appeal is abandoned or withdrawn, the Court of Appeal may, on proof of notice of appeal having been given to the respondent, order that he shall receive such costs as the Court may think fit, notwithstanding that the appeal has not been entered or prosecuted.

Costs in abandonment or withdrawal of appeal.

**154.** Where any order as to costs is made by the Court of Appeal against either party to an appeal, such costs shall be payable to the Registrar, and shall be paid over by him to the party entitled, and, in the absence of any special direction of the Court to the contrary, such costs shall be payable forthwith.

Payment of costs.

**155.** If any such costs are not paid within the time limited by this Act or ordered by the Court of Appeal the Registrar shall, on the application of the party entitled to such costs or of any person duly authorised by him, grant to such party a certificate that such costs have not been paid. Upon production of such certificate to

Enforcement of order for costs. Fourth Schedule. Form 6.

any Magistrate or Justice, the Magistrate or Justice shall enforce the payment of such costs in the manner and subject to the conditions laid down in section 82 with respect to a sum of money adjudged to be paid by an order, or, if the costs are ordered to be paid by the appellant, payment thereof may be made by enforcing the recognisance entered into by the appellant in the manner provided in this Act.

SPECIAL CASE

Statement of  
case.  
[172/1961  
8/1962  
136/1976  
45 of 1979  
29 of 1982].

**156.** (1) After the hearing and determination of any complaint, the Magistrate or Justice may, in his discretion, on the application of either party to such complaint or on his own motion without such application, state a case on any point of law arising in the case for the opinion of the Court of Appeal. The statement of facts in such case so stated shall, for the purpose of the determination thereof, be conclusive.

(2) Sections 133A and 134 shall apply *mutatis mutandis* with such modifications to a party who applies for the case stated (hereafter called “the appellant”) under this section as they apply to an appellant in those sections.

(3) If the appellant is granted bail, section 136 shall apply *mutatis mutandis* with such modifications to such an appellant as it applies to an appellant in that section.

(4) The case so stated shall be transmitted to the Registrar of the Supreme Court in a similar manner and with the same notice to the parties as in a case on appeal under this Act.

(5) Nothing herein contained shall be construed to prevent either party in such a case appealing as to any determination of fact or any question of law not raised in the case stated by the Magistrate or Justice; but such appeal shall be in such event independent of the case stated.

(6) The Director of Public Prosecutions may, by notice in writing under his hand, require a Magistrate or Justice to state a case on any point of law, and, on receipt of such notice, the Magistrate or Justice shall state such case accordingly.

(7) The Court of Appeal may remit any case stated under this section to the Magistrate or Justice stating the same for further information from such Magistrate or Justice.

(8) The Court of Appeal shall hear and determine the questions of law arising on the case stated, and the provisions of this Act with respect to the hearing and judgment of appeals and of all matters incidental thereto shall, so far as applicable, apply to a case stated under this section.

PART IX  
SUPPLEMENTARY

**157.** The Rules Committee established by the Supreme Court of Judicature Act may, subject to negative resolution of Parliament, make Rules for the practice and procedure of the Court of Appeal with regard to appeals and special cases and may frame a table of fees to be taken in respect of such appeals and special cases and of the costs that may be allowed to any party to any appeal.

Rules.  
[45 of 1979].  
Ch. 4:01.

**158.** In any case where a Magistrate or Justice refuses to entertain a complaint, the person aggrieved by such refusal may obtain from the Magistrate or Justice a copy of the entry relating to the refusal, and, on giving not less than three days' previous notice in writing thereof to the Magistrate or Justice, may make application to the Court of Appeal for an order on the Magistrate or Justice to entertain, hear, and determine the complaint, and, if the Court sees fit to make such an order, the Magistrate or Justice shall be bound forthwith to entertain, and thereafter to hear and determine, the complaint in due course of law.

Application to  
Court to compel  
Magistrate or  
Justice to act.

**159.** (1) No action shall be brought against a Magistrate for any act done by him in the execution of his office.

Immunity of  
Magistrates.  
[10 of 2020].

(2) Nothing in subsection (1) shall in any way impair the availability of other forms of relief in respect of decisions of courts of summary jurisdiction, including appeals, applications for judicial review and applications for redress under section 14 of the Constitution.

Section 14.  
[3 of 1994].

**FIRST SCHEDULE**

**TABLE OF FEES**

		\$	¢
Ch. 27. No. 17.	1. For a complaint under the Summary Ejection Ordinance*, for each defendant ... ..	5.00	
	2. For any other complaint, for each defendant ... ..	3.00	
	3. For each summons to a witness either for complainant or defendant ... ..	1.00	
Ch. 46:03.	4. For an application under the Adoption of Children Act	10.00	
Ch. 46:08.	5. For an application under the Family Law (Guardianship of Minors, Domicile and Maintenance) Act ... ..	3.00	
Ch. 45:56.	6. For an application under the Domestic Violence Act ...	3.00	
	7. For warrant of distress— The cost of taking and keeping the distress together with a charge of five per cent of the proceeds for selling the goods.		

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\*The Landlord and Tenant Act, 1981 (Act No. 19 of 1981) repealed the Summary Ejection Ordinance (Ch. 27. No. 17) but up to the current Law Revision date of this Act, the Landlord and Tenant Act, 1981 had not yet been brought into operation.

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**\*SECOND SCHEDULE**

**INDICTABLE OFFENCES FOR WHICH ADULTS MAY BE  
TRIED BY CONSENT BY A SUMMARY COURT**

†Section 100.  
[18 of 1957  
19 of 2005].

1. Offences under section 17 of the House of Representatives (Powers and Privileges) Act. Ch. 2:02.
2. (a) Offences referred to in the following provisions of the Criminal Offences Act, that is to say:  
Section 2 in so far as it relates to the offence of kidnapping; section 4; section 5, except in so far as it relates to blasphemy, blasphemous libel, conspiracy, sedition and seditious libel; section 6; and section 7 except in so far as it relates to conspiracy; and  
(b) Offences under section 9 of that Act. Ch. 11:01.
3. Offences under sections 3, 4 and 5 of the Riot Act. Ch. 11:05.
4. Offences under sections 5, 6, 10, 11, 12, 14, 16, 17 and 19 of the Coinage Offences Act. Ch. 11:15.
5. Offences under sections 14, 25, 26, 27, 28, 29, 30 and 62 of the Offences Against the Person Act. Ch. 11:08.
6. Offences under sections 4, 5, 6, 7, 10, 11, 12, 13, 14(a), 15, 16, 17, 18, 19, 21, 23, 27, 28, 29 and 30, 34(1), 34(3), 35 and 44 of the Larceny Act. Ch. 11:12.
7. Offences under section 4(2)(a) of the Forgery Act in relation to any document being an authority or request for the payment of money or for the delivery or transfer of goods and chattels, where the amount of the money or the value of the goods or chattels does not exceed two thousand, five hundred dollars, and, under section 10(a) of the said Act; where the amount of the money or the value of the property in respect of which the offence is committed does not exceed two thousand, five hundred dollars; offences under sections 6 and 7 of the said Act; and under section 9 thereof in so far as the said section 9 applies to the uttering of a forged document the forgery of which is an offence triable summarily by virtue of this paragraph; offences under sections 12 and 13 of the said Act. Ch. 11:13.

\*Section 5(5) of the Criminal Law Act (Ch. 10:04) provides that offences under subsection (1) of that section (which relates to offences of impeding the apprehension or prosecution of offenders), and incitement to commit them, shall be included in the Second Schedule to the Summary Courts Act (Ch. 4:20) where that Schedule includes or is under any written law to be treated as including the arrestable offence to which they relate.

†This section has been amended by: 11 of 1961; 97/1963; 53 of 1976; 45 of 1979; 3 of 1980; 27 of 1986; 11 of 1987; 16 of 1989; 27 of 1994; 28 of 1996 and 44 of 2000.

- Ch. 11:06. 8. Offences under sections 8, 9, 10, 15, 17, 18, 19, 20, 23, 27, 28, 29, 32(1), 33, 34, 42, 45 and 46 of the Malicious Damage Act.
- Ch. 11:11. \*9. Offences under sections 3, 4 and 5 of the Prevention of Corruption Act.
- Ch. 11:14. 10. Offences under sections 5, 6, 7, 8 and 9 of the Perjury Act; and under section 10 thereof in so far as it relates to the said offences; offences under section 11 of the said Act.
- Ch. 46:01. 11. Offences under section 8 of the Children Act.
12. *(Deleted by Act No. 44 of 2000).*
- Ch. 28:02. 13. Offences under section 57 of the Mental Health Act.
- Ch. 28:52. 14. Offences under the Venereal Disease Act.
- Ch. 29:53. 15. Offences under section 47 of the Nurses and Midwives Registration Act.
- Ch. 30:51. 16. Offences under sections 9 and 10 of the Cremation Act.
- Ch. 54:41. 17. Offences under section 16(8) of the Waterworks and Water Conservation Act.
- Ch. 48:51. 18. Offences under section 22(1) of the Motor Vehicles Insurance (Third-Party Risks) Act.
- Ch. 58:02. †19. Offences under section 15 of the Aliens (Landholding) Act.
- Ch. 88:11. 20. Offences under sections 3 and 4 of the Foreign Labour Contracts Act.
- Ch. 88:07. 21. Offences under section 12 of the Truck Act.
- Ch. 61:01. 22. Offences under section 12 of the Mines, Borings and Quarries Act.
- Ch. 44:01. 23. Offences under section 39 of the Births and Deaths Registration Act.
- Ch. 45:01. 23A. Offences under sections 37, 38, 40 and 41 of the Marriage Act.
- Ch. 45:03. 23B. Offences under sections 21, 22 and 23 of the Hindu Marriage Act.
- Ch. 82:82. 24. Offences under sections 3 and 10 of the Merchandise Marks Act.

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\*The Prevention of Corruption Act (Ch. 11:11) has been repealed by Act No. 11 of 1987.

†The Aliens (Landholding) Act (Ch. 58:02) has been repealed by Act No. 16 of 1990.

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25. Offences under section 132 of the Spirits and Spirit Compounds Act. Ch. 87:54.
26. Offences under section 78 of the Stamp Duty Act. Ch. 76:01.
27. Offences under sections 47, 48, 50 and 51 of the Post Office Act. Ch. 47:01.
28. Offences under sections 71 and 72 of the Trinidad and Tobago Electricity Commission Act. Ch. 54:70.
29. Offences under section 51 of the Friendly Societies Housing Corporation Act. Ch. 33:05.
30. Any offence that is by virtue of any written law both an indictable offence and a summary conviction offence.
- 30A. Offences under sections 26 and 27 of the Muslim Marriage and Divorce Act. Ch. 45:02.
31. Attempted suicide.
32. Aiding, abetting, counselling or procuring the commission of any offence mentioned in the preceding paragraphs of this Schedule; attempting to commit any such offence; and attempting to commit any offence which is both an indictable offence and a summary offence.
33. Offences under sections 7, 8, 15, 16, 17, 18, 19, 20, 21, 22, 23 and 24 of the Sexual Offences Act. Ch. 11:28.
34. Any offence consisting in the incitement to commit a summary offence or to commit any offence mentioned in paragraphs 1 to 33 of this Schedule.
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Part III  
s. 33 et. seq.  
[136/1976  
45/1979].

**THIRD SCHEDULE**

**FORMS FOR USE IN PROCEEDINGS RELATING  
TO SUMMARY OFFENCES**

**TABLE OF FORMS**

**FORM**

**PART I**

**INSTITUTION OF PROCEEDINGS**

1. Complaint without oath.
2. Complaint upon oath.

**PART II**

**ENFORCING APPEARANCE OF DEFENDANT**

3. Summons to defendant upon complaint.
4. Warrant of apprehension where defendant has disobeyed summons.
5. Warrant for apprehension of defendant in the first instance.

**PART III**

**WITNESSES**

6. Summons to witness.
7. Warrant of apprehension where witness has disobeyed summons.
8. Warrant for apprehension of witness in the first instance.
9. Warrant of commitment of witness for refusing to be sworn or to give evidence.

**PART IV**

**CONVICTIONS AND ORDERS**

10. Conviction for penalty, and, in default of payment, imprisonment.
11. Conviction where the punishment is by imprisonment.
12. Conviction for penalty to be levied by distress, and, in default of distress, imprisonment.
13. Order for payment of money, and, in default of payment, imprisonment.
14. Order for payment of money to be levied by distress, and, in default of distress, imprisonment.
15. Order for any other matter, where the disobeying of it is punishable by imprisonment.

**FORM**

16. Order to enter into recognisance to keep the peace and be of good behaviour.
17. Order of dismissal of complaint.

**PART V**

**WARRANTS OF DISTRESS**

18. Warrant of distress on conviction for penalty.
19. Warrant of distress on order for payment of money.

**PART VI**

**WARRANTS OF COMMITMENT**

20. Warrant to remand defendant when apprehended.
21. Warrant of commitment of defendant for safe custody during an adjournment.
22. Warrant of commitment on conviction for penalty in the first instance.
23. Warrant of commitment on conviction where the punishment is by imprisonment.
24. Warrant of commitment on order in the first instance.
25. Warrant of commitment pending return to warrant of distress.
26. Warrant of commitment for want of distress.
27. Warrant of commitment on order where the disobeying of it is punishable by imprisonment.
28. Warrant of commitment for non-payment of costs upon order of dismissal of complaint.
- 28A. Warrant of commitment (cumulative term) on conviction for penalty in the first instance.
- 28B. Security for payment of fine.

**PART VII**

**RECOGNISANCES**

29. Recognisance for appearance of defendant where the case is adjourned or not at once proceeded with.
30. Notification to be made to defendant and his surety on entering into such recognisance.
31. Recognisance for appearance, or for doing some other thing in, to, or before, or in a proceeding in a Magistrate's Court.
32. Recognisance to keep the peace and be of good behaviour, or not to do or commit some act or thing.

**TABLE OF FORMS—Continued**

**FORM**

33. Declaration of forfeiture of recognisance.
34. Summons to person bound by recognisance which is alleged to have been forfeited by conviction of principal.
35. Adjudication of forfeiture of recognisance where person bound as principal has been convicted of an offence which is a breach of the condition.
36. Oral or written acknowledgment of undertaking to perform condition of forfeited recognisance.
37. Order cancelling or mitigating forfeiture of recognisance.

**PART VIII**

**SUMMARY TRIAL OF INDICTABLE OFFENCES**

38. Notice to parent or guardian of child charged with indictable offence.
39. Summary conviction of child for indictable offence.
40. Order of dismissal of child dealt with summarily for indictable offence.
41. Summary conviction (on plea of guilty) of adult for indictable offence.
42. Summary conviction (by consent) of adult for indictable offence.
43. Order of dismissal of adult dealt with summarily for indictable offence.

**PART IX**

**MISCELLANEOUS FORMS**

44. Certificate of dismissal of complaint.
45. Constable's return to warrant of distress.
46. Constable's account of costs and charges incurred in execution of warrant of distress.
47. Order for restitution of property.
48. Search warrant.
49. Warrant for transfer of case.
50. Affidavit for use in proving service of process.
51. Return by Magistrate (or Justice), etc., of fines, penalties, etc., received.
52. Form of commitment for cumulative term of imprisonment.

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**FORMS**

NOTE—The words in *italics* in the margin of a Form, or words to the like effect, are to be used according to the circumstances of each case.

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PART I  
INSTITUTION OF PROCEEDINGS

FORM 1

Section 33.

COMPLAINT WITHOUT OATH

REPUBLIC OF TRINIDAD AND TOBAGO

County of .....

A.B. Complainant

v.

C.D. Defendant

A.B., of .....  
comes before me, the undersigned Magistrate (or *Justice*) for the  
..... District, and complains against C.D., of ..... for  
that the said C.D. (1) ..... and the said A.B. prays that the  
said C.D. may be summoned to answer the said complaint.

(1) State  
concisely the  
substance of the  
complaint.

(Signed) .....  
(Complainant)

Before me this ..... day of ....., 20....., at .....

(Signed) .....  
(Magistrate or Justice)

\_\_\_\_\_

Section 33.

FORM 2

COMPLAINT UPON OATH

REPUBLIC OF TRINIDAD AND TOBAGO

County of .....

A.B. Complainant

v.

C.D. Defendant

(1) Or, *Affirmation.*  
(2) State concisely the substance of the complaint.  
(3) Add, for the arrest of a witness—  
*And he further saith that E.F. of ..... can give material evidence, but is not likely to attend voluntarily; or, and wilfully avoids service of the summons.*  
(4) Or, if a warrant is desired in the first instance—  
*may be apprehended for the said offence, and dealt with according to law.*  
(5) Or, for sureties for the peace—  
*And he makes this complaint for the safety of his person and property and not from malice or revenge against the said C.D.*  
Add, for the arrest of a witness—  
*And he further prays that E.F. may be apprehended and brought before the Court to give evidence.*

The complaint of A.B. of .....  
who saith on his oath (1) ..... that C.D., of .....  
(2) ..... (3) .....

And the said A.B. prays that the said C.D. may be summoned to answer the  
said complaint (4) ..... (5) .....

(Signed) .....  
(Complainant)

Taken before me this ..... day of ....., 20....., at .....

(Signed) .....  
(Magistrate or Justice)

\_\_\_\_\_

PART II

Section 42.

ENFORCING APPEARANCE OF DEFENDANT

FORM 3

SUMMONS TO DEFENDANT UPON COMPLAINT

REPUBLIC OF TRINIDAD AND TOBAGO

County of .....

A.B. Complainant

v.

C.D. Defendant

To C.D., of .....

Whereas complaint has this day been made before me, the undersigned Magistrate (or *Justice*) for the ..... District, for that you (1) ..... This is to command you to be and appear at ..... o'clock, .....m., on ..... the ..... day of ....., 20....., at ..... before the Magistrate (or *Justice*) in the said Court, to answer the said complaint and to be further dealt with according to law.

(1) State concisely the substance of the complaint.

Dated this ..... day of ....., 20.....

(Signed) .....  
(Magistrate or Justice)

\_\_\_\_\_

Section 44.

FORM 4

**WARRANT OF APPREHENSION WHERE DEFENDANT  
HAS DISOBEYED SUMMONS**

REPUBLIC OF TRINIDAD AND TOBAGO

County of .....

A.B. *Complainant*

v.

C.D. *Defendant*

*To all Constables.*

(1) State  
concisely the  
substance of the  
complaint.

Whereas on the ..... day of ....., 20....., complaint was made before me, the undersigned Magistrate (or *Justice*) for the ..... District, for that C.D. (1) ..... And whereas I then issued my summons to the said C.D. commanding him to be and appear (*etc., as in the summons*); and whereas the said C.D. has neglected to be or appear at the time and place so appointed in and by the said summons, although it has been proved to me, upon oath, that the said summons has been duly served upon the said C.D.,— This is to command you forthwith to apprehend the said C.D. and to bring him before the Magistrate (or *Justice*) in the said Court, to answer the said complaint, and to be further dealt with according to law.

Dated this ..... day of ....., 20.....

(Signed) .....  
(*Magistrate or Justice*)

\_\_\_\_\_

FORM 5

Section 45.

**WARRANT FOR APPREHENSION OF DEFENDANT IN  
THE FIRST INSTANCE**

REPUBLIC OF TRINIDAD AND TOBAGO

County of .....

A.B. *Complainant*

v.

C.D. *Defendant*

*To all Constables.*

Whereas complaint has this day been laid before me, the undersigned Magistrate (or *Justice*) for the ..... District, for that C.D.,

(1) ..... and oath having been made before me substantiating the matter of such complaint: This is to command you forthwith to apprehend the said C.D., and to bring him before the Magistrate (or *Justice*) in the said Court, to answer the said complaint, and to be further dealt with according to law.

(1) State  
concisely the  
substance of the  
complaint.

Dated this ..... day of ....., 20.....

(Signed) .....  
(*Magistrate or Justice*)

\_\_\_\_\_

PART III  
WITNESSES

Section 46.

FORM 6

SUMMONS TO WITNESS

REPUBLIC OF TRINIDAD AND TOBAGO

County of .....

A.B. Complainant

v.

C.D. Defendant

To E.F. of .....

(1) State  
concisely the  
substance of the  
complaint.  
(2) Or,  
defendant.

Whereas complaint has been made before me, the undersigned Magistrate (or *Justice*) for the ..... District, for that C.D. (1) ..... and it has been made to appear to me that you are likely to give material evidence on behalf of the complainant (2) in this behalf: This is to require you to be and appear at ..... o'clock, .....m., on ..... day, the ..... day of ....., 20....., at ..... before the Magistrate (or *Justice*) in the said Court, to testify what you know concerning the matter of the said complaint.

Dated this ..... day of ....., 20.....

(Signed) .....  
(Magistrate or Justice)

\_\_\_\_\_

FORM 7

Section 48.

**WARRANT OF APPREHENSION WHERE WITNESS  
HAS DISOBEYED SUMMONS**

REPUBLIC OF TRINIDAD AND TOBAGO

County of .....

A.B. Complainant

v.

C.D. Defendant

*To all Constables.*

Whereas complaint has been made before me, the undersigned Magistrate (or *Justice*) for the ..... District, for that C.D. (1) ..... and it having been made to appear to me that E.F., of ..... was likely to give material evidence on behalf of the complainant (2), I duly issued my summons to the said E.F., requiring him to be and appear (*etc., as in the summons*); And whereas the said E.F., has neglected to be and appear at the time and place so appointed in and by the said summons, and no just excuse has been offered for such neglect; And whereas proof has been made before me, upon oath, that such summons has been duly served upon the said E.F., (3), that the said E.F. is likely to give material evidence as aforesaid, and that a reasonable sum has been paid or tendered (4) to him for his expenses in this behalf: This is to command you forthwith to apprehend the said E.F., and to bring him at ..... o'clock, .....m., on ..... day, the ..... day of ....., 20....., at ..... before the Magistrate (or *Justice*) in the said Court, to testify what he knows concerning the matter of the said complaint, and to be further dealt with according to law.

(1) State concisely the substance of the complaint.  
(2) Or, defendant.  
(3) Or, that the said E.F. wilfully avoids service of such summons.  
(4) Or, is ready to be paid or tendered.

Dated this ..... day of ....., 20.....

(Signed) .....  
(Magistrate or Justice)

\_\_\_\_\_

Section 49.

FORM 8

WARRANT FOR APPREHENSION OF WITNESS IN  
THE FIRST INSTANCE

REPUBLIC OF TRINIDAD AND TOBAGO

County of .....

A.B. Complainant

v.

C.D. Defendant

To all Constables.

(1) State  
concisely the  
substance of the  
complaint.  
(2) Or,  
defendant.

Whereas complaint has been made before me, the undersigned Magistrate (or *Justice*) for the ..... District, for that C.D. (1) ..... and it being made to appear to me, upon oath, that E.F., of ..... is likely to give material evidence on behalf of the complainant (2), and it is probable that the said E.F. will not attend to give evidence without being compelled to do so: This is to command you forthwith to apprehend the said E.F., and to bring him at ..... o'clock .....m., on ..... day, the ..... day of ....., 20....., at ..... before the Magistrate (or *Justice*) in the said Court, to testify what he knows concerning the matter of the said complaint (or, *information*), and to be further dealt with according to law.

Dated this ..... day of ....., 20.....

(Signed) .....  
(Magistrate or Justice)

\_\_\_\_\_

FORM 9

Section 53.

**WARRANT OF COMMITMENT OF WITNESS FOR  
REFUSING TO BE SWORN OR TO GIVE EVIDENCE**

REPUBLIC OF TRINIDAD AND TOBAGO

County of .....

A.B. Complainant

v.

C.D. Defendant

To all Constables and to the Keeper of ..... Jail (or Prison).

Whereas complaint has been made before me, the undersigned Magistrate (or Justice) for the ..... District, for that C.D. (1) ..... and one E.F. now appearing before me in the said Court on the ..... day of ....., 20....., at ..... and, being required by me to make oath (2) as a witness in that behalf, has refused so to do (or, *being duly sworn as a witness in the matter of the said complaint has refused to answer a certain question concerning the said matter which was put to him*), without offering any just excuse for his refusal—This is to command you ..... forthwith to convey the said E.F. to the ..... (Jail) Prison, and there deliver him to the Keeper of the said Prison, together with this warrant; And I hereby command you, the said Keeper, to receive the said E.F. into your custody in the said Prison, and there imprison him, for such his refusal for the term of ..... days, unless he shall in the meantime consent to do what was so required of him; And for your so doing, this shall be your sufficient warrant.

(1) State  
concisely the  
substance of the  
complaint.

(2) Or,  
*Affirmation.*

Dated this ..... day of ....., 20.....

(Signed).....  
(Magistrate or Justice)

\_\_\_\_\_

PART IV  
CONVICTIONS AND ORDERS

Section 68.

FORM 10

CONVICTION FOR PENALTY, AND, IN DEFAULT OF  
PAYMENT, IMPRISONMENT

REPUBLIC OF TRINIDAD AND TOBAGO

County of .....

A.B. Complainant

v.

C.D. Defendant

The ..... day of ....., 20.....

C.D. (hereinafter called the defendant) is this day convicted before the said Court for that he (1)..... And it is adjudged that the defendant do, for his said offence, forfeit and pay the sum of (2) ..... to be paid and applied according to law; And do also pay to the said A.B. the sum of ..... for his costs in this behalf; and if the said several sums be not paid forthwith (3) ..... it is adjudged that the defendant be imprisoned in the ..... (Jail) Prison (4) ..... for the term of ..... unless the said several sums shall be sooner paid.

- (1) State concisely the substance of the complaint.
- (2) State the penalty, and also the compensation if any.
- (3) Or, on or before the ... day of ... 20.....
- (4) Add, if it be so, and there kept to hard labour.

(Signed) .....  
(Magistrate or Justice)

\_\_\_\_\_

FORM 11

Section 68.

**CONVICTION WHERE THE PUNISHMENT  
IS BY IMPRISONMENT**

REPUBLIC OF TRINIDAD AND TOBAGO

County of .....

A.B. *Complainant*

v.

C.D. *Defendant*

The ..... day of ....., 20.....

C.D. (hereinafter called the defendant) is this day convicted before the said Court for that he (1)..... And it is adjudged that the defendant be, for his said offence, imprisoned in the ..... (*Jail*) Prison (2) ..... for the term of ..... And it is also adjudged that the defendant do pay to the said A.B. the sum of ..... for his costs in this behalf; And if the said sum for costs be not paid forthwith (3) ..... then it is adjudged that the defendant be imprisoned in the ..... (*Jail*) Prison (2) ..... for the term of ..... to commence at and from the termination of his imprisonment aforesaid, unless the said sum for costs shall be sooner paid.

(1) State concisely the substance of the complaint.  
(2) Add, if it be so, *and there kept to hard labour.*  
(3) Or, *on or before the ..... day of ..... 20.....*

(Signed) .....  
(*Magistrate or Justice*)

\_\_\_\_\_

Section 82.

FORM 12

**CONVICTION FOR PENALTY TO BE LEVIED BY  
DISTRESS, AND, IN DEFAULT OF DISTRESS,  
IMPRISONMENT**

REPUBLIC OF TRINIDAD AND TOBAGO

County of .....

A.B. Complainant

v.

C.D. Defendant

The ..... day of ....., 20.....

C.D. (hereinafter called the defendant) is this day convicted before the said Court for that he (1) ..... And it is adjudged that the defendant do, for his said offence, forfeit and pay the sum of (2) ..... to be paid and applied according to law; And do also pay to the said A.B. the sum of ..... for his costs in this behalf; And if the said several sums be not paid forthwith (3) ..... \*it is ordered that the same be levied by distress and sale of the movable property of the defendant; And, in default of sufficient distress,\* it is adjudged that the defendant be imprisoned in the ..... (Jail) Prison (4) ..... for the term of ..... unless the several sums, and all costs and charges of the said distress (*and of the commitment*) shall be sooner paid.

- (1) State concisely the substance of the complaint.  
(2) State the penalty, and also the compensation, if any.  
(3) Or, on or before the ..... day of ..... 20.....  
(4) Add, if it be so, and there kept to hard labour.

(Signed) .....  
(Magistrate or Justice)

*\*Or, where the issuing of a distress warrant would be injurious to the defendant or his family, or it appears that he has no movable property whereon to levy a distress, then, instead of the words between the asterisks\*, say, "then, inasmuch as it has now been made to appear to the said Court that the issuing of a warrant of distress in this behalf would be more injurious to the defendant or his family than imprisonment (or, that the defendant has no movable property whereon to levy the said sums by distress) it is adjudged" (etc., as above, to the end).*

FORM 13

Sections 68 and 93.

**ORDER FOR PAYMENT OF MONEY, AND, IN DEFAULT OF PAYMENT, IMPRISONMENT**

REPUBLIC OF TRINIDAD AND TOBAGO

County of .....

A.B. Complainant

v.

C.D. Defendant

A.B. having made a complaint that C.D. (hereinafter called the defendant) (1) .....

(1) State concisely the substance of the complaint.

And both the said parties having appeared before the said Court (or, *the said A.B. having appeared before the said Court, but the defendant although duly called, not having appeared by himself or his Attorney-at-law; And it having been satisfactorily proved to the said Court, upon oath, that the defendant has been duly served with the summons in this behalf, which required him to be and appear here on this day before the said Court to answer the said complaint, and to be further dealt with according to law*); And now the Court having heard the matter of the said complaint, it is adjudged that the defendant do pay to the said A.B. the sum of ..... forthwith (2) ..... And do also pay to the said A.B. the sum of ..... for his costs in this behalf; And if the said several sums be not paid forthwith (3) ..... it is adjudged that the defendant be imprisoned in the ..... (Jail) Prison (4) ..... for the term of ..... unless the said several sums, and all costs and charges of the commitment, shall be sooner paid.

(2) Or, on or before the ..... day of ..... 20....., or as the enactment may require.

(3) Or, on or before the ..... day of ..... 20.....

(4) Add, if it be so, and there kept to hard labour.

Dated this ..... day of ....., 20.....

(Signed) .....  
(Magistrate or Justice)

\_\_\_\_\_

Section 82.

FORM 14

**ORDER FOR PAYMENT OF MONEY TO BE LEVIED BY  
DISTRESS, AND, IN DEFAULT OF DISTRESS,  
IMPRISONMENT**

REPUBLIC OF TRINIDAD AND TOBAGO

County of .....

A.B. Complainant

v.

C.D. Defendant

(1) State  
concisely the  
substance of the  
complaint.

A.B. having made a complaint that C.D. (hereinafter called the defendant) (1).  
And both the said parties having appeared before the said Court (or, *the said A.B.  
having appeared before the said Court, but the defendant, although duly called,  
not having appeared by himself or his Attorney-at-law; And it having been  
satisfactorily proved to the said Court, upon oath, that the defendant has been  
duly served with the summons in this behalf, which required him to be and appear  
here on this day before the said Court to answer the said complaint, and to be  
further dealt with according to law*); And now the Court having heard the matter  
of the said complaint, it is adjudged that the defendant do pay the said A.B. the  
sum of ..... And do also pay to the said A.B. the sum of  
..... for his costs in this behalf; And if the said several sums be not

(2) Or, on or  
before the .....  
day of .....  
20.....

paid forthwith (2) ..... \*it is hereby ordered that the same be levied by  
distress and sale of the movable property of the defendant; And, in default of  
sufficient distress in that behalf,\* it is adjudged that the defendant be imprisoned  
in the ..... Prison (3) ..... for the term of .....  
unless the said several sums, and all costs and charges of the said distress (*and of  
the commitment*) shall be sooner paid.

(3) Add, if it be  
so, and there  
kept to hard  
labour.

Dated this ..... day of ....., 20.....

(Signed) .....  
(Magistrate or Justice)

*\*Or, where the issuing of a distress warrant would be injurious to the defendant or his family, or  
it appears that he has no movable property whereon to levy a distress, then, instead of the words  
between the asterisks\*, say, "then, inasmuch as it has now been made to appear to the said Court  
that the issuing of a warrant of distress in this behalf would be more injurious to the defendant  
or his family than imprisonment (or, that the defendant has no movable property whereon to levy  
the said sums by distress) it is adjudged" (etc., as above, to the end).*

FORM 15

Section 93.

**ORDER FOR ANY OTHER MATTER, WHERE THE  
DISOBEYING OF IT IS PUNISHABLE BY  
IMPRISONMENT**

REPUBLIC OF TRINIDAD AND TOBAGO

County of .....

A.B. Complainant

v.

C.D. Defendant

A.B. having made a complaint that C.D. (hereinafter called the defendant)  
(1) ..... And both the said parties having appeared before the said  
Court (or, *the said A.B. having appeared before the said Court, but the  
defendant, although duly called, not having appeared by himself or his Attorney-  
at-law; And it having been satisfactorily proved to the said Court, upon oath,  
that the defendant has been duly served with a summons in this behalf, which  
required him to be and appear here on this day before the said Court to answer  
the said complaint, and to be further dealt with according to law*); And now the  
Court having heard the matter of the said complaint it is adjudged that the  
defendant do (*here state the matter required to be done*); And, if, upon a copy  
of a minute of this order being served on the defendant, either personally or by  
leaving the same for him at his last or most usual place of abode, he shall refuse  
or neglect to obey the same, in that case it is adjudged that the defendant, for  
such his disobedience, be imprisoned in the ..... (Jail) Prison (2)  
..... for the term of ..... (*unless the said order be sooner  
obeyed, if the written law authorises this*); And it is also adjudged that the  
defendant do pay to the said A.B. the sum of ..... for his costs in  
this behalf; And if the said sum for costs be not paid forthwith (3)  
..... it is adjudged that the defendant be imprisoned in the said  
Prison (2) ..... for the term of ..... to commence at and from  
the termination of his imprisonment aforesaid, unless the said sum for costs, and  
all costs and charges of the commitment, shall be sooner paid.

(1) State  
concisely the  
substance of the  
complaint.

(2) Add, if it be  
so, and there  
kept to hard  
labour.

(3) Or, on or  
before the .....  
day of .....  
20.....

Dated this ..... day of ....., 20.....

(Signed) .....  
(Magistrate or Justice)

Section 114.

FORM 16

**ORDER TO ENTER INTO RECOGNISANCE TO KEEP  
THE PEACE AND BE OF GOOD BEHAVIOUR**

REPUBLIC OF TRINIDAD AND TOBAGO

County of .....

A.B. Complainant

v.

C.D. Defendant

(1) State  
concisely the  
substance of the  
complaint.

A.B. having made a complaint that C.D. (hereinafter called the defendant)  
(1) ..... And both the said parties having appeared before the said  
Court, and the Court having heard the matter of the said complaint, it is adjudged  
that the defendant do forthwith to the satisfaction of ..... enter  
into a recognisance in the sum of ..... with  
..... surety ..... in the sum of ..... (each) to  
keep the peace and be of good behaviour towards the State and all its people, and  
especially towards the said A.B., for the term of ..... And if the  
complainant fails to comply with this order, it is adjudged that he be imprisoned in  
the ..... (Jail) Prison for the term of ..... unless he sooner  
complies with this order.

(2) Or, on or  
before the .....  
day of .....  
20..... or by  
instalments of,  
etc.

(3) Add, if it be  
so, and there  
kept to hard  
labour.

(If costs are ordered proceed as follows:) And it is also adjudged that the  
defendant do pay to the said A.B. the sum of ..... for his costs in this  
behalf; And if the said sum for costs be not paid forthwith (2) .....  
it is adjudged that the defendant be imprisoned in the said Prison (3) .....  
for the term of ..... to commence at and from the termination of his  
imprisonment aforesaid, unless the said sum for costs, and all costs and  
charges of the commitment, shall be sooner paid.

Dated this ..... day of ....., 20.....

(Signed) .....  
(Magistrate or Justice)

FORM 17

Sections 66 and  
67.

ORDER OF DISMISSAL OF COMPLAINT

REPUBLIC OF TRINIDAD AND TOBAGO

County of .....

A.B. Complainant

v.

C.D. Defendant

A.B. having made a complaint that C.D. (hereinafter called the defendant)  
(1) ..... And both the said parties having appeared before the  
said Court in order that it should hear and determine the said complaint or, *(the*  
*defendant having appeared before the said Court, but the said A.B. although*  
*duly called, not having appeared by himself or his Attorney-at-law)* whereupon  
the matter of the said complaint being by the said Court duly considered,  
(it manifestly appears to the said Court that the said complaint is not proved,  
and\*) the Court therefore dismisses the same [*and adjudges that the said A.B.*  
*do pay to the defendant the sum of ..... as compensation for his*  
*trouble and expense in this behalf, and also the sum of ..... for his costs*  
*incurred by him in his defence in this behalf: And if the said several sums be*  
*not paid forthwith (2) ..... it is adjudged that the said A.B. be*  
*imprisoned in the ..... (Jail) Prison (3) ..... for the term of*  
*..... unless the said several sums, and all costs and charges of the*  
*commitment, shall be sooner paid].*

(1) State  
concisely the  
substance of the  
complaint.  
\*If the  
complainant  
does not appear,  
these words may  
be omitted.

(2) Or, on or  
before the  
..... day of  
..... 20.....  
(3) Add, if it be  
so, and there  
kept to hard  
labour.

Dated this ..... day of ....., 20.....

(Signed) .....  
(Magistrate or Justice)

\_\_\_\_\_

PART V

WARRANTS OF DISTRESS

FORM 18

WARRANT OF DISTRESS ON CONVICTION  
FOR PENALTY

Section 82.

REPUBLIC OF TRINIDAD AND TOBAGO

County of .....

A.B. Complainant

v.

C.D. Defendant

To all Constables.

(1) Or, on or before the ..... day of ..... 20.....  
(2) State concisely the substance of the complaint as in the conviction.

Whereas C.D. (hereinafter called the defendant) was this day (1) ..... convicted before the said Court for that he (2) ..... And it was thereby adjudged that the defendant should, for such his offence, forfeit and pay (*etc.*, as in the conviction), and should also pay to the said A.B. the sum of ..... for his costs in that behalf; And it was thereby ordered that if the said several sums should not be paid (*forthwith*), the same should be levied by distress and sale of the movable property of the defendant; And it was thereby also adjudged that, in default of sufficient distress, the defendant should be imprisoned in the ..... (*Jail*) Prison (*and there kept to hard labour*) for the term of ..... unless the said several sums, and all costs and charges of the said distress (*and of the commitment*) should be sooner paid; And whereas the defendant being so convicted as aforesaid, and being (*now*) required to pay the said sums of ..... and ..... has not paid the same or any part thereof, but therein has made default: This is to command you forthwith to make distress of the movable property of the defendant (except the wearing apparel and bedding of him and his family, and, to the value of two hundred dollars, the tools and implements of this trade), And if, within the space of \* ..... days next after the making of such distress, the said sums, together with the reasonable charges of taking and keeping the said distress, shall not be paid, then to sell the said movable property by you distrained, and pay the money arising therefrom to (*the Magistrate, Justice, or other person specified*) in order that it may be applied according to law, and that the overplus, if any, may be rendered on demand to the defendant; And if no such distress can be found, then to certify the same to the said Court, in order that further proceedings may be had according to law.

Dated this ..... day of ....., 20.....

(Signed) .....  
(Magistrate or Justice)

\*NOTE—The property is not to be sold until after the expiration of three days next after the day on which it is seized unless the defendant otherwise consents in writing.

FORM 19

Section 82.

**WARRANT OF DISTRESS ON ORDER FOR  
PAYMENT OF MONEY**

REPUBLIC OF TRINIDAD AND TOBAGO

County of .....

A.B. Complainant

v.

C.D. Defendant

To all Constables.

Whereas on the ..... day of ....., 20....., complaint was made before me, the undersigned Magistrate (or, *Justice*) for the ..... District, for that C.D. hereinafter called the defendant (1) ..... and both the said parties having appeared before the said Court (or *as in the order*); And the said Court having considered the matter of the said complaint, it was adjudged that the defendant should pay to the said A.B. the sum of ..... and should also pay to the said A.B. the sum of ..... for his costs in that behalf; And it was thereby ordered that if the said several sums should not be paid on or before the ..... day of ....., 20....., the same should be levied by distress and sale of the movable property of the defendant; And it was thereby also adjudged that, in default of sufficient distress in that behalf, the defendant should be imprisoned in the ..... (*Jail*) Prison (*and there kept to hard labour*) for the term of ..... unless the said several sums, and all costs and charges of the distress (*and of the commitment*) should be sooner paid; And whereas the time by the said order appointed for the payment of the said several sums of ..... and ..... has elapsed, but the defendant has not paid the same or any part thereof, but therein has made default: This is to command you forthwith to make distress of the movable property of the defendant (except the wearing apparel and bedding of him and his family, and, to the value of two hundred dollars, the tools and implements of his trade); And if within the space of \* ..... days after the making of such distress, the said last-mentioned sums, together with the reasonable charges of taking and keeping the said distress, shall not be paid, then to sell the said movable property by you distrained, and pay the money arising therefrom to (*the Magistrate, Justice, or other person specified*) in order that it may be applied according to law, and that the overplus, if any, may be rendered on demand to the defendant; And if no such distress can be found, then to certify the same to the said Court, in order that further proceedings may be had according to law.

(1) State concisely the substance of the complaint, as in the order.

Dated this ..... day of ....., 20.....

(Signed) .....  
(Magistrate or Justice)

\*NOTE—The property is not to be sold until after the expiration of three days next after the day on which it is seized unless the defendant otherwise consents in writing.

PART VI  
WARRANTS OF COMMITMENT

Section 66.

FORM 20

WARRANT TO REMAND DEFENDANT  
WHEN APPREHENDED

REPUBLIC OF TRINIDAD AND TOBAGO

County of .....

A.B. Complainant

v.

C.D. Defendant

To all Constables and to the Keeper of ..... (Jail) Prison.

Whereas on the ..... day of ....., 20....., complaint was made before me, the undersigned Magistrate (or *Justice*) for the ..... District, for that C.D. (1) ..... And whereas the said C.D. has been apprehended under and by virtue of a warrant upon such complaint (or *information*), and is now brought before me as such Magistrate (or *Justice*) as aforesaid: This is to command you forthwith to convey the said C.D. to the ..... (*Jail*) Prison, and there deliver him to the Keeper of the said Prison, together with this warrant; And I hereby command you, the said Keeper, to receive the said C.D. into your custody in the said Prison, and there safely keep him until ..... day, the ..... day of ..... 20....., when you are hereby required to cause him, the said C.D., to be conveyed and be at ..... at ..... o'clock, .....m., of the same day, before the Magistrate (or *Justice*) in the said Court, to answer the said complaint and to be further dealt with according to law.

(1) State concisely the substance of the complaint.

Dated this ..... day of ....., 20.....

(Signed) .....  
(Magistrate or Justice)

FORM 21

Section 66.

**WARRANT OF COMMITMENT OF DEFENDANT FOR  
SAFE CUSTODY DURING AN ADJOURNMENT**

REPUBLIC OF TRINIDAD AND TOBAGO

County of .....

A.B. *Complainant*

v.

C.D. *Defendant*

*To all Constables and to the Keeper of ..... (Jail) Prison.*

Whereas on the ..... day of ....., 20....., complaint was made before me, the undersigned Magistrate (or *Justice*) for the ..... District, for that C.D. (1) ..... And whereas the hearing of the same is adjourned to ..... day, the ..... day of ....., 20....., at ..... o'clock .....m., at ..... and it is necessary that the said C.D. should, in the meantime, be kept in safe custody: This is to command you forthwith to convey the said C.D. to the ..... (*Jail*) Prison, and there deliver him to the Keeper of the said (*Jail*) Prison, together with this warrant: And I hereby command you, the said Keeper, to receive the said C.D. into your custody in the said (*Jail*) Prison, and there safely keep him until the said ..... day of ....., 20....., when you are hereby required to cause him, the said C.D., to be conveyed and be at the time and place to which the said hearing is so adjourned as aforesaid, before the Magistrate (or *Justice*) in the said Court, to answer further the said complaint and to be further dealt with according to law.

(1) State  
concisely the  
substance of the  
complaint.

Dated this ..... day of ....., 20.....

(Signed) .....  
(*Magistrate or Justice*)

\_\_\_\_\_

Section 86.

FORM 22

**WARRANT OF COMMITMENT ON CONVICTION FOR  
PENALTY IN THE FIRST INSTANCE**

REPUBLIC OF TRINIDAD AND TOBAGO

County of .....

A.B. Complainant

v.

C.D. Defendant

To all Constables, and to the Keeper of ..... (Jail) Prison.

(1) State  
concisely the  
substance of the  
complaint as in  
the conviction.

C.D. (hereinafter called the defendant) was this day convicted before the said Court for that he (1) ..... And it was thereby adjudged that the defendant should, for such his offence, forfeit and pay the sum of ..... (*etc., as in the conviction*), and should also pay to the said A.B. the sum of ..... for his costs in that behalf; And it was further adjudged that if the said several sums should not be paid forthwith

(2) Or, on or  
before the  
..... day of  
..... 20.....  
(3) Add, if it be  
so, and there  
kept to hard  
labour.

(2) ..... the defendant should be imprisoned in the ..... (Jail) Prison (3) ..... for the term of ..... unless the said several sums (*and the costs and charges of the commitment*) should be sooner paid; And whereas the time by the said conviction appointed for the payment of the said several sums has elapsed, but the defendant has not paid the same or any part thereof, but therein has made default: This is to command you to take the defendant and him safely to convey to the said (Jail) Prison, and there deliver him to the Keeper thereof together with this warrant; And I hereby command you, the said Keeper, to receive the defendant into your custody in the said (Jail) Prison and there imprison him (4) ..... for the term of ..... unless the said several sums (*and the costs and charges of the commitment, amounting to the further sum of .....*) shall be sooner paid; And for your so doing, this shall be your sufficient warrant.

(4) Add, if it be  
so, and keep  
him to hard  
labour.

Dated this ..... day of ....., 20.....

(Signed) .....  
(Magistrate or Justice)

\_\_\_\_\_

FORM 23

Section 86.

**WARRANT OF COMMITMENT ON CONVICTION  
WHERE THE PUNISHMENT IS BY IMPRISONMENT**

REPUBLIC OF TRINIDAD AND TOBAGO

County of .....

A.B. Complainant

v.

C.D. Defendant

To all Constables, and to the Keeper of ..... (Jail) Prison.

C.D. (hereinafter called the defendant) was this day convicted before the said Court for that he (1) ..... And it was thereby adjudged that the defendant should, for such his offence, be imprisoned in the ..... (Jail) Prison (2) ..... for the term of .....: This is to command you to take the defendant and him safely to convey to the said (Jail) Prison and there deliver him to the Keeper thereof, together with this warrant; And I hereby command you, the said Keeper, to receive the defendant into your custody in the said (Jail) Prison, and there imprison him (3) ..... for the term of ..... And for your so doing, this shall be your sufficient warrant.

(1) State concisely the substance of the complaint as in the conviction.  
(2) Add, if it be so, and there kept to hard labour.  
(3) Add, if it be so, and keep him to hard labour.

Dated this ..... day of ....., 20.....

(Signed) .....  
(Magistrate or Justice)

\_\_\_\_\_

Section 86.

FORM 24

**WARRANT OF COMMITMENT ON ORDER IN  
THE FIRST INSTANCE**

REPUBLIC OF TRINIDAD AND TOBAGO

County of .....

A.B. Complainant

v.

C.D. Defendant

To all Constables, and to the Keeper of ..... (Jail) Prison.

(1) State  
concisely the  
substance of the  
complaint as in  
the order.

(2) Add, if it be  
so, and there  
kept to hard  
labour.

(3) Add, if it be  
so, and keep  
him to hard  
labour.

Whereas on the ..... day of ....., 20....., complaint was made before me the undersigned Magistrate (or *Justice*) for the ..... District, for that C.D. (1) ..... And both the said parties having appeared before the said Court (*or as it may be in the order*); And the said Court having considered the matter of the said complaint, it was adjudged that the said C.D. should pay to the said A.B. the sum of ..... and should also pay to the said A.B. the sum of ..... for his costs in that behalf; And it was thereby also ordered that if the said several sums should not be paid on or before the ..... day of ....., 20....., the said C.D. should be imprisoned in the ..... (Jail) Prison (2) ..... for the term of ..... unless the said several sums should be sooner paid; And whereas the time by the said order appointed for the payment of the said several sums of money has elapsed, but the said C.D. has not paid the same or any part thereof, but therein has made default: This is to command you, to take the said C.D. and him safely to convey to the said (Jail) Prison, and there deliver him to the Keeper thereof, together with this warrant; And I hereby command you, the said Keeper, to receive the said C.D. into your custody in the said (Jail) Prison, and there imprison him (3) ..... for the term of ..... unless the said several sums (*and the costs and charges of the commitment amounting to the further sum of .....*) shall be sooner paid; And for your so doing, this shall be your sufficient warrant.

Dated this ..... day of ....., 20.....

(Signed) .....  
(Magistrate or Justice)

FORM 25

Section 83.

**WARRANT OF COMMITMENT PENDING RETURN  
TO WARRANT OF DISTRESS**

REPUBLIC OF TRINIDAD AND TOBAGO

County of .....

A.B. Complainant

v.

C.D. Defendant

To all Constables, and to the Keeper of ..... (Jail) Prison.

C.D. (hereinafter called the defendant) was, on the ..... day of  
....., 20....., convicted before the said Court for that he  
(1) ..... And whereas, default having been made in payment according  
to the said adjudication and order, a warrant of distress has been issued against  
the defendant in pursuance of the said conviction, but no return has been made  
thereto; And whereas the defendant has not given security, to the satisfaction  
of the Court, for his appearance at the time and place appointed for the return  
of the said warrant of distress: This is to command you, to take the defendant  
and him safely to convey to the ..... (Jail) Prison, and there deliver  
him to the Keeper thereof, together with this warrant; And I hereby command  
you, the said Keeper, to receive the defendant into your custody in the said  
(Jail) Prison, and there safely keep him until ..... day, the ..... day  
of ..... 20....., being the day appointed for the return of the said  
warrant of distress, unless he previously enters into a recognisance in the sum  
of ..... with surety in the sum of ..... (each)  
conditioned for his appearance on that day, and on that day, if he has not then  
been released by virtue of having entered into such recognisance, to cause him  
to be conveyed and be at ..... at ..... o'clock,  
.....m., before the Magistrate (or Justice) in the said Court, to be  
further dealt with according to law.

(1) State  
concisely the  
substance of the  
complaint as in  
the conviction.

Dated this ..... day of ....., 20.....

(Signed) .....  
(Magistrate or Justice)

\_\_\_\_\_

Section 84.

FORM 26

WARRANT OF COMMITMENT FOR WANT OF  
DISTRESS

REPUBLIC OF TRINIDAD AND TOBAGO

County of .....

A.B. Complainant

v.

C.D. Defendant

To all Constables, and to the Keeper of ..... (Jail) Prison.

Whereas, (etc., as in one of the warrants of distress in Part V, to "has made default" and then thus:) And whereas afterwards, on the ..... day of ....., 20....., I, the said Magistrate (or Justice), issued a warrant to ..... commanding him to levy the said sums of ..... and ..... by distress and sale of the movable property of the defendant; And whereas it appears to me, as well by the return of the said Constable to the said warrant of distress as otherwise, that the said Constable has made diligent search for the movable property of the defendant, but that no sufficient distress whereon to levy the said several sums could be found: This is to command you to take the defendant, and him safely to convey to the ..... (Jail) Prison, and there deliver him to the Keeper thereof, together with this warrant; And I hereby command you, the said Keeper, to receive the defendant into your custody in the said (Jail) Prison, and there imprison him (1) ..... for the term of ..... unless the said several sums, and all costs and charges of the said distress (and of the commitment) amounting to the further sum of ..... shall be sooner paid; And for your so doing, this shall be your sufficient warrant.

(1) Add, if it be so, and keep him to hard labour.

Dated this ..... day of ....., 20.....

(Signed) .....  
(Magistrate or Justice)

\_\_\_\_\_

FORM 27

**WARRANT OF COMMITMENT ON ORDER WHERE  
THE DISOBEYING OF IT IS PUNISHABLE  
BY IMPRISONMENT**

REPUBLIC OF TRINIDAD AND TOBAGO

County of .....

A.B. Complainant

v.

C.D. Defendant

To all Constables, and to the Keeper of ..... (Jail) Prison.

Whereas on the ..... day of ....., 20....., complaint was made before me, the undersigned Magistrate (or *Justice*) for the ..... District for that C.D. (1) ..... And both the said parties having appeared before the said Court (or *as it may be in the order*); And the said Court having considered the matter of the said complaint, it was adjudged that the defendant should (*etc., as in the order*); And it was also adjudged that if, upon a copy of a minute of the said order being served upon the defendant, either personally or by leaving the same for him at his last or most usual place of abode, he should refuse or neglect to obey the same, in such case the defendant should, for such his disobedience, be imprisoned in the ..... (Jail) Prison (2) ..... for the term of (*unless the said order should be sooner obeyed*); and it was also adjudged that the defendant should pay to the said A.B. the sum of ..... for his costs in that behalf; And it was ordered that if the said sum for costs should not be paid forthwith (3) ..... the defendant should be imprisoned in the said (Jail) Prison (2) ..... for the term of ..... to commence at and from the termination of his imprisonment aforesaid, unless the said sum for costs (*and the costs and charges of the commitment*) should be sooner paid; And whereas it is now proved to me that, after the making of the said order, a copy of a minute thereof was duly served upon the defendant, but he then refused (or *neglected*) to obey the same, and has not as yet obeyed the same; And whereas the time appointed by the said order for the said payment of the said sum for costs has elapsed, but the defendant has not paid the same or any part thereof, but therein has made default: This is to command you to take the defendant and him safely to convey to the said (Jail) Prison, and there deliver him to the Keeper thereof, together with this warrant; And I hereby command you the said Keeper, to receive the defendant into your custody in the said (Jail) Prison, and there imprison him (4) ..... for the term of ..... And further, on the termination of his imprisonment aforesaid, to imprison him (4)..... for the term of ..... unless the said sum for costs (*and the costs and charges of the commitment, amounting to the further sum of .....*) shall be sooner paid; And for your so doing, this shall be your sufficient warrant.

(1) State concisely the substance of the complaint as in the order.

(2) Add, if it be so, and there kept to hard labour.

(3) Or, on or before the ..... day of ..... 20.....

(4) Add, if it be so, and keep him to hard labour.

Dated this ..... day of ....., 20.....

(Signed) .....  
(Magistrate or Justice)

Section 77.

FORM 28

**WARRANT OF COMMITMENT FOR NON-PAYMENT OF  
COSTS UPON ORDER OF DISMISSAL OF COMPLAINT**

REPUBLIC OF TRINIDAD AND TOBAGO

County of .....

A.B. Complainant

v.

C.D. Defendant

To all Constables, and to the Keeper of ..... (Jail) Prison.

Whereas on the ..... day of ....., 20....., complaint was made (or, *information was laid*) before me, the undersigned Magistrate (or *Justice*) for the ..... District for that C.D. (1) ..... And both the said parties having appeared before the said Court (or *as it may be in the order*); And thereupon the matter of the said complaint (or *information*) having been by the said Court duly considered, and it manifestly appearing to the said Court that the said complaint (or *information*) was not proved, the said Court therefore dismissed the same, and adjudged that the said A.B. should pay to the said C.D. the sum of ..... for his costs incurred by him in his defence in that behalf; And it was ordered that if the said sum for costs should not be paid forthwith (2) ..... the said A.B. should be imprisoned in the ..... (Jail) Prison (3) ..... for the term of ..... unless the said sum should be sooner paid; And whereas the time appointed by the said order for the payment of the said sum has elapsed, but the said A.B. has not paid the same or any part thereof, but therein has made default: This is to command you to take the said A.B. and him safely to convey to the said (Jail) Prison, and there deliver him to the Keeper thereof, together with this warrant; And I hereby command you, the said Keeper, to receive the said A.B. into your custody in the said (Jail) Prison, and there imprison him (4) ..... for the term of ..... unless the said sum (*and the costs and charges of the commitment, amounting to the further sum of .....*) shall be sooner paid; And for your so doing, this shall be your sufficient warrant.

(1) State concisely the substance of the complaint as in the order.

(2) Or, on or before the..... day of ..... 20.....  
(3) Add, if it be so, and there kept to hard labour.

(4) Add, if it be so, and keep him to hard labour.

Dated this ..... day of ....., 20.....

(Signed) .....  
(Magistrate or Justice)

FORM 28A

Section 77.

**WARRANT OF COMMITMENT (CUMULATIVE TERM)  
ON CONVICTION FOR PENALTY IN THE  
FIRST INSTANCE**

REPUBLIC OF TRINIDAD AND TOBAGO

County of .....

A.B. Complainant

v.

C.D. Defendant

To all Constables, and to the Keeper of ..... (Jail) Prison.

..... hereinafter called the defendant, was this day convicted before the said Court for that he (1) ..... And it was thereby adjudged that the defendant should, for such his offence, forfeit and pay the sum of ..... and it was ordered that if the said sum be not paid forthwith (2) ..... the defendant should be imprisoned in the ..... (Jail) Prison and there kept to hard labour, for the term of ..... unless the said sum should be sooner paid; And it was also adjudged that the defendant should pay to ..... the sum of ..... as costs and compensation; And it was also ordered that if the said sum of ..... be not paid forthwith (2) ..... the defendant should be imprisoned in the said (Jail) Prison and there kept to hard labour for the term of ..... to commence at and from the termination of the hereinbefore mentioned term of ..... unless the said sum of ..... should be sooner paid.

(1) State  
concisely the  
substance of the  
complaint as in  
the conviction.  
(2) Or, on or  
before the ... day  
of ..... 20.....

And whereas the time by the said conviction appointed for the payment of the said several sums has elapsed, but the defendant has not paid the same or any part thereof, but therein has made default: This is to command you to take the defendant and him safely to convey to the said (Jail) Prison, and there deliver him to the Keeper thereof, together with this warrant; and I hereby command you, the said Keeper, to receive the defendant into your custody in the said (Jail) Prison, and there imprison him and keep him to hard labour for the term of ..... unless the said sum of ..... (fine) shall be sooner paid. And further on the termination of his imprisonment aforesaid to imprison him and keep him to hard labour for the term of ..... unless the said sum of ..... for costs and compensation shall be sooner paid; And for so doing this shall be your sufficient warrant.

Dated this ..... day of ....., 20.....

(Signed) .....  
(Magistrate or Justice)

Section 81.

FORM 28B

SECURITY FOR PAYMENT OF FINE

REPUBLIC OF TRINIDAD AND TOBAGO

..... Court.  
..... hereinafter called the defendant, was on the ..... day of  
....., 20....., by a certain conviction (or order) by the Court sitting at  
..... adjudged to pay the sum of ..... on or before the ..... day  
of ..... 20..... (or by instalments of .....) the first  
instalment to be paid forthwith (or on the ..... day of  
.....) and to give security for the due payment thereof and in default  
of payment of the said sum in the manner specified to be imprisoned for the  
space of ..... with hard labour.

Now therefore, the defendant, and his/her surety (sureties) and .....  
of ....., hereby undertake that the defendant will pay the sum adjudged at  
the time and in the manner thereby directed, and hereby severally acknowledge  
themselves severally bound to forfeit and pay to the Clerk at ..... the  
said sum of ..... in case the defendant fails to perform this undertaking  
or unless he shall sooner have served his term of imprisonment.

(Signed) .....

..... (Defendant)

..... (Surety)

..... (Surety)

Taken and acknowledged before me at ..... this ..... day  
of ....., 20.....

(Signed) .....  
(Magistrate or Justice)

\_\_\_\_\_

PART VII  
RECOGNISANCES

FORM 29

Sections 66 and  
122.

RECOGNISANCE FOR APPEARANCE OF DEFENDANT  
WHERE THE CASE IS ADJOURNED OR NOT AT  
ONCE PROCEEDED WITH

REPUBLIC OF TRINIDAD AND TOBAGO

County of .....

Be it remembered that on the ..... day of ....., 20....., C.D., of ....., and G.H., of ..... personally came before me, the undersigned Magistrate (or *Justice*) for the ..... District, and severally acknowledged themselves to owe to the State the several sums following, namely, the said C.D., as principal, the sum of ..... and the said G.H., as surety, the sum of ..... to be levied on their several movable and immovable property respectively, if the said C.D. fails in the condition hereon endorsed.

Taken and acknowledged the day and year first above-mentioned before me.

(Signed) .....  
(Magistrate or Justice)

CONDITION ENDORSED

The condition of the within written recognisance is such that if the within bounden C.D. appears before the Magistrate (or *Justice*) in the said Court, on ..... day, the ..... day of ....., 20....., at ..... o'clock, .....m., at ..... (and at every time and place to which during the course of the proceedings against the said C.D., the hearing may be from time to time adjourned) to answer further the complaint made against him by A.B., and to be further dealt with according to law, then the said recognisance shall be void, but otherwise shall remain in full force.

\_\_\_\_\_

Section 66.

FORM 30

**NOTIFICATION TO BE MADE TO DEFENDANT AND  
HIS SURETY ON ENTERING INTO SUCH  
RECOGNISANCE**

Take notice that you, C.D., are bound, as principal, in the sum of ..... and you G.H., as surety, in the sum of ..... that you, C.D., personally appear on ..... day, the ..... day of ....., 20....., at ..... o'clock, ..... m., at ..... before the Magistrate (or *Justice*) in the said Court to answer further a certain complaint of A.B. the further hearing of which was adjourned to the said time and place, and to be further dealt with according to law, and unless you, C.D., appear accordingly, the recognisance entered into by you, C.D., as principal, and by you, G.H., as his surety, will forthwith be levied on you severally.

Dated this ..... day of ....., 20.....

(Signed) .....  
(Magistrate or Justice)

\_\_\_\_\_

FORM 31

**RECOGNISANCE FOR APPEARANCE, OR FOR DOING  
SOME OTHER THING IN, TO, OR BEFORE, OR IN A  
PROCEEDING IN A MAGISTRATE'S COURT**

REPUBLIC OF TRINIDAD AND TOBAGO

County of .....

We, the undersigned C.D., of ....., G.H., of ....., and J.K., of ..... severally acknowledge ourselves to owe to the State the several sums following, namely, the said C.D., as principal, the sum of ..... and the said G.H. and J.K., as sureties, the sum of ..... each, to be levied on our several movable and immovable property respectively, if the said C.D. fails in the condition hereon endorsed.

(Signed, *where not taken orally*)

..... C.D.

..... G.H.

..... J.K.

Taken (*orally*) before me this ..... day of ....., 20.....

(Signed) .....  
(*Magistrate or Justice*)

NOTE—Where the recognisance is taken orally, omit the words “the undersigned” and insert the word “orally” after “taken”.

**CONDITION ENDORSED**

The condition of the within written recognisance is such that if the within bounden C.D. appears before the Magistrate (or *Justice*) in the said Court, on ..... day, the ..... day of ....., 20....., at ..... o'clock .....m., at ..... (and at every time and place to which during the course of the proceedings against the said C.D., the hearing may be from time to time adjourned) to answer (*further*) the complaint made against him by A.B. and to be further dealt with according to law, (or, *appears before the said Court sitting at ..... for sentence when called upon, or as the case may be*) then the said recognisance shall be void, but otherwise shall remain in full force.

Section 114.

FORM 32

**RECOGNISANCE TO KEEP THE PEACE AND BE OF  
GOOD BEHAVIOUR, OR NOT TO DO OR COMMIT  
SOME ACT OR THING**

REPUBLIC OF TRINIDAD AND TOBAGO

County of .....

We the undersigned, C.D., of ....., G.H., of ....., and  
J.K., of ..... severally acknowledge ourselves to owe to the  
State the several sums following, namely, the said C.D., as principal, the sum  
of ..... and the said G.H., and J.K., as sureties, the sum of  
..... each to be levied on our several movable and immovable  
property respectively, if the said C.D. fails in the condition hereon endorsed.

(Signed, where not taken orally)

..... C.D.

..... G.H.

..... J.K.

Taken (orally) before me this ..... day of ....., 20.....

(Signed) .....  
(Magistrate or Justice)

NOTE—Where the recognisance is taken orally, omit the words “the undersigned”, and insert the  
word “orally” after “taken”.

**CONDITION ENDORSED**

The condition of the within written recognisance is such that if the within  
bounden C.D. keeps the peace and is of good behaviour towards the State and  
all its people, and especially towards A.B. of ..... for the term of  
..... now next ensuing, (or, *abstains from doing the thing forbidden,  
or as the case may be*) then the said recognisance shall be void, but otherwise  
shall remain in full force.

FORM 33

Section 123(1).

**DECLARATION OF FORFEITURE OF RECOGNISANCE\***

REPUBLIC OF TRINIDAD AND TOBAGO

County of .....

The ..... day of ....., 20.....

The said C.D. not having appeared (*or as the case may be*) in accordance with the said condition, this Court declares that the within written recognisance is forfeited.

(Signed) .....  
(Magistrate or Justice)

\*To be endorsed on the recognisance.

FORM 34

Section 123(2).

**SUMMONS TO PERSON BOUND BY RECOGNISANCE  
WHICH IS ALLEGED TO HAVE BEEN FORFEITED BY  
CONVICTION OF PRINCIPAL**

REPUBLIC OF TRINIDAD AND TOBAGO

County of .....

To ..... of .....

You are hereby summoned to appear on ..... day, the ..... day of ....., 20..... at ..... o'clock .....m., at ..... before the Magistrate (or *Justice*) in the said Court, to show cause why the recognisance entered into the ..... day of ....., 20....., whereby you are bound to pay the sum of ..... should not be adjudged to be forfeited, and why you should not be adjudged to pay that sum.

Dated this ..... day of ....., 20.....

(Signed) .....  
(Magistrate or Justice)

Section 123(2).

FORM 35

**ADJUDICATION OF FORFEITURE OF RECOGNISANCE  
WHERE PERSON BOUND AS PRINCIPAL HAS BEEN  
CONVICTED OF AN OFFENCE WHICH IS A  
BREACH OF THE CONDITION**

REPUBLIC OF TRINIDAD AND TOBAGO

County of .....

The ..... day of ....., 20.....

C.D. (hereinafter called the defendant) was, by his recognisance entered into the ..... day of ....., 20....., bound in the sum of ..... the condition of the said recognisance being that the defendant should (1) ..... And proof having been given that the defendant has been convicted of the offence of having (2) ..... being an offence which is in law a breach of the condition of the said recognisance: Therefore it is adjudged that the said recognisance is forfeited, and that the defendant do pay to (*the Magistrate, Justice, or other person specified*) the said sum of ..... and do also pay to ..... the sum of ..... for costs; And it is ordered that the said sums be paid forthwith (3) ..... And if default is made in payment according to this adjudication and order,\* it is ordered that the sums be levied by distress and sale of the movable property of the defendant; And, in default of sufficient distress,\* it is adjudged that the defendant be imprisoned in the ..... (*Jail*) Prison (4) ..... for the term of ..... unless the said several sums, and all costs and charges of the distress (*and of the commitment*) shall be sooner paid.

(1) State concisely the condition of the recognisance.  
(2) State the offence concisely.

(3) Or, on or before the ...day of ... 20....

(4) Add, if it be so, and there kept to hard labour.

(Signed) .....  
(Magistrate or Justice)

\*Or, where the issuing of a distress warrant would be injurious to the defendant or his family, or it appears that he has no movable property whereon to levy a distress, then, instead of the words between the asterisks\*\* say "then, inasmuch as it has now been made to appear to the said Court that the issuing of a warrant of distress in this behalf would be more injurious to the defendant or his family than imprisonment, (or, that the defendant has no movable property whereon to levy the said sums by distress). It is adjudged" (etc., as above, to the end).

FORM 36

Section 123(1).

**ORAL OR WRITTEN ACKNOWLEDGMENT OF  
UNDERTAKING TO PERFORM CONDITION OF  
FORFEITED RECOGNISANCE**

REPUBLIC OF TRINIDAD AND TOBAGO

County of .....

C.D. was, by his recognisance entered into the ..... day of ..... 20....., bound in the sum of ..... the condition of the recognisance being that the said C.D. should (1) ..... And default having been made in performance of this condition, the recognisance was, on the ..... day of ....., 20....., declared to be forfeited. And the said C.D. has applied to the said Court to cancel or mitigate the forfeiture: Now, therefore, I, the said C.D., as principal, and we, G.H., of ..... and J.K., of ..... as sureties (or I, G.H., of ..... as surety) hereby undertake that the condition of the said recognisance shall be duly performed (*and also that the said C.D. shall, on or before the ..... day of ....., 20....., pay the sum of ..... for costs incurred in respect of the said forfeiture;*) And I, the said principal, and we the said sureties (or, I, the said surety) hereby severally acknowledge ourselves bound to forfeit and pay to (*the Magistrate, Justice, or other person specified*) the sum of ..... in case the said principal fails to perform the condition of the said recognisance.

(1) State  
concisely the  
condition of the  
recognisance.

(Signed, *where not taken orally*)

..... C.D.

..... G.H.

..... J.K.

Taken (*orally*) before me this ..... day of ....., 20.....

(Signed) .....  
(*Magistrate or Justice*)

\_\_\_\_\_

Section 123(2).

FORM 37

**ORDER CANCELLING OR MITIGATING  
FORFEITURE OF RECOGNISANCE\***

REPUBLIC OF TRINIDAD AND TOBAGO

County of .....

The within written recognisance was declared to be forfeited on the ..... day of ....., 20.....; And the said ..... has applied to this Court to cancel (or *mitigate*) the forfeiture of the said recognisance, and has given security, to the satisfaction of the Court, for the future performance of the condition of the said recognisance, and has paid (or, *given security for payment of*) the costs incurred in respect of the forfeiture thereof (or *insert such other conditions as the Court may think just*): Therefore the said forfeiture is hereby cancelled (or, *mitigated to the sum of* ..... ).

Dated this ..... day of ....., 20.....

(Signed) .....  
(Magistrate or Justice)

\*To be endorsed on the recognisance.

\_\_\_\_\_

PART VIII

Section 99.

SUMMARY TRIAL OF INDICTABLE OFFENCES

FORM 38

NOTICE TO PARENT OR GUARDIAN OF CHILD  
CHARGED WITH INDICTABLE OFFENCE

REPUBLIC OF TRINIDAD AND TOBAGO

County of .....

A.B. *Complainant*

v.

C.D. *Defendant*

To ..... of .....

(1) State  
concisely the  
substance of the  
complaint.

C.D. has been charged for that he (1) ..... and he has been  
remanded until the sitting of the said Court on ..... day, the .....  
day of ....., 20....., at ..... And it has been alleged that you are  
his parent (2) ..... If you desire that he shall be tried by a jury and  
object to his case being dealt with summarily, you must attend at the hearing  
of the complaint (or *information*) before the said Court at that time and place.

(2) Or,  
*guardian.*

Dated this ..... day of ....., 20.....

(Signed) .....  
(Magistrate or Justice)

\_\_\_\_\_

Section 99.

FORM 39

**SUMMARY CONVICTION OF CHILD FOR  
INDICTABLE OFFENCE**

REPUBLIC OF TRINIDAD AND TOBAGO

County of .....

A.B. *Complainant*

v.

C.D. *Defendant*

The ..... day of ....., 20.....

C.D., (hereinafter called the defendant), being a child within the meaning of the Summary Courts Act, and above the age of seven years and of sufficient capacity to commit crime, and having been charged for that he (1) .....  
And ..... the parent (2) ..... of the defendant\*  
having been informed by the Court of his right to have the defendant tried by a jury, and not having objected to the case being dealt with summarily under the said Act, and the Court thinking it expedient so to deal with the case:\* The defendant is this day convicted before the said Court of the said offence; and it is adjudged that he do (3) ..... for his said offence, (*proceed as in other forms of summary convictions. If whipping is ordered insert either in addition to or in substitution for any other punishment, as the case may be:*)  
And it is adjudged that the defendant, being a male child, shall, as soon as practicable, be whipped and receive ..... strokes.

(1) State  
concisely the  
substance of the  
complaint.  
(2) Or,  
*guardian.*

(3) Or, *be.*

(Signed) .....  
(*Magistrate or Justice*)

\*Omit the words between asterisks if the parent or guardian is absent, and substitute for the said words "not having been present at the hearing of the charge, but the Court thinking it expedient that the case be dealt with summarily".

FORM 40

Section 99.

**ORDER OF DISMISSAL OF CHILD DEALT WITH  
SUMMARILY FOR INDICTABLE OFFENCE**

REPUBLIC OF TRINIDAD AND TOBAGO

County of .....

A.B. *Complainant*

v.

C.D. *Defendant*

C.D., (hereinafter called the defendant), being a child within the meaning of the Summary Courts Act, and having been charged on the complaint of A.B. of ..... for that he (1) ..... And the Court having, in the exercise of its jurisdiction, dealt with the case summarily under the said Act; And the matter of the said complaint being by the said Court duly considered, it manifestly appears to the said Court that the said complaint is not proved:— Therefore the Court doth hereby dismiss the said complaint (*If costs, or costs and compensation, are ordered, proceed as in form No. 18*).

(1) State concisely the substance of the complaint.

Dated this ..... day of ....., 20.....

(Signed) .....  
(Magistrate or Justice)

FORM 41

Section 100.

**SUMMARY CONVICTION (ON PLEA OF GUILTY) OF  
ADULT FOR INDICTABLE OFFENCE**

REPUBLIC OF TRINIDAD AND TOBAGO

County of .....

A.B. *Complainant*

v.

C.D. *Defendant*

The ..... day of ....., 20.....

C.D., (hereinafter called the defendant), having been charged for that he (1) ....., and having pleaded guilty to the said charge; And the Court being satisfied that the case is one which may properly be dealt with summarily under the Summary Courts Act: The defendant is this day convicted before the said Court of the said offence, and it is adjudged that he be, for his said offence, imprisoned in the ..... (*Jail*) Prison (2) ..... for the term of ..... (*If costs are ordered, proceed as in conviction for penalty and, in default of payment, imprisonment*).

(1) State concisely the substance of the complaint.

(2) Add, if it be so, and there kept to hard labour.

(Signed) .....  
(Magistrate or Justice)

Section 100.

FORM 42

**SUMMARY CONVICTION (BY CONSENT) OF ADULT  
FOR INDICTABLE OFFENCE**

REPUBLIC OF TRINIDAD AND TOBAGO

County of .....

A.B. Complainant

v.

C.D. Defendant

The ..... day of ....., 20.....

(1) State  
concisely the  
substance of the  
complaint.

C.D., (hereinafter called the defendant), having been charged for that he (1) ....., and having been informed by the Court of his right to be tried by a jury, and having consented to be dealt with summarily under the Summary Courts Act, and the Court thinking it expedient so to deal with the case: The defendant is this day convicted before the said Court of the said offence, and it is adjudged that he do (2) ..... the said offence, (*proceed as in ordinary forms of summary conviction*).

(2) Or, *be*.

(Signed) .....  
(Magistrate or Justice)

Section 100.

FORM 43

**ORDER OF DISMISSAL OF ADULT DEALT WITH  
SUMMARILY FOR INDICTABLE OFFENCE**

REPUBLIC OF TRINIDAD AND TOBAGO

County of .....

A.B. Complainant

v.

C.D. Defendant

The ..... day of ....., 20.....

(1) State  
concisely the  
substance of the  
complaint.

C.D., (hereinafter called the defendant) having been charged on the complaint of A.B. for that he (1) ....., and having been informed by the Court of his right to be tried by a jury, consented to be dealt with summarily under the Summary Courts Act, and the Court having thought it expedient so to deal with the case; And the matter of the said complaint having been by the said Court duly considered, it manifestly appears to the said Court that the said complaint is not proved; Therefore the Court doth hereby dismiss the said complaint. (*If costs, or costs and compensation, are ordered, proceed as in Form 18*).

Dated this ..... day of ....., 20.....

(Signed) .....  
(Magistrate or Justice)

PART IX

MISCELLANEOUS FORMS

FORM 44

Section 67.

CERTIFICATE OF DISMISSAL OF COMPLAINT

REPUBLIC OF TRINIDAD AND TOBAGO

County of .....

I hereby certify that a complaint made by A.B. against C.D. for that he (1) ..... was, on the ..... day of ....., 20....., considered by the said Court, and was by the said Court dismissed (*with costs*). (1) State concisely the substance of the complaint.

Dated this ..... day of ....., 20.....

(Signed) .....  
(Magistrate or Justice)

FORM 45

Section 84.

CONSTABLE'S RETURN TO WARRANT OF DISTRESS

REPUBLIC OF TRINIDAD AND TOBAGO.

County of .....

A.B. *Complainant*

v.

C.D. *Defendant*

I, ..... the Constable charged with the execution of the warrant of distress in the above-mentioned case, do hereby certify to the said Court that, by virtue of the said warrant, I have made diligent search for the movable property of the above-mentioned defendant; and that I can find no sufficient movable property of the said defendant whereon to levy the sum mentioned in the said warrant.

Dated this ..... day of ....., 20.....

(Signed) .....  
*Constable*

Section 85.

FORM 46

**CONSTABLE'S ACCOUNT OF COSTS AND CHARGES  
INCURRED IN EXECUTION OF WARRANT OF DISTRESS**

REPUBLIC OF TRINIDAD AND TOBAGO

County of .....

A.B. Complainant

v.

C.D. Defendant

I, ..... the Constable charged with the execution of the warrant of distress in the above-mentioned case upon the movable property of ..... dated the ..... day of ....., 20....., hereby declare that the following is a true account of the costs and charges incurred in respect of the execution of the said warrant.

Total ... \$

Dated this ..... day of ....., 20.....

(Signed) .....  
Constable

Section 113.

FORM 47

**ORDER FOR RESTITUTION OF PROPERTY**

REPUBLIC OF TRINIDAD AND TOBAGO

County of .....

(1) State concisely the substance of the complaint and describe the goods as in the conviction.

(2) Or, on or before the ..... day of ..... 20.....

C.D., was charged before the said Court for that he (1) .....  
And the said C.D. has been this day convicted before the said Court of the offence with which he was so charged; And it is proved to the said Court that the said goods are now in the possession of ..... of .....  
Therefore it is hereby ordered that the said ..... do forthwith  
(2) ..... restore the said goods to the said ..... the owner thereof.

Dated this ..... day of ....., 20.....

(Signed) .....  
(Magistrate or Justice)

FORM 48

Section 41.

SEARCH WARRANT

REPUBLIC OF TRINIDAD AND TOBAGO

County of .....

*To all Constables.*

Whereas it appears, on the oath of A.B., of ..... that there is reasonable ground for believing that (1) ..... are concealed in ..... at .....: This is therefore to authorise and require you to enter into the said premises at any time and to search for the said things, and to bring the same before me or some other Magistrate (or *Justice*).

(1) Insert description of the things to be searched for and of the offence in respect of which the search is made.

Dated this ..... day of ....., 20.....

(Signed) .....  
(Magistrate or Justice)

FORM 49

Section 56.

WARRANT FOR TRANSFER OF CASE

REPUBLIC OF TRINIDAD AND TOBAGO

County of .....

A.B. Complainant

v.

C.D. Defendant

*To all Constables, and to the Keeper of ..... (Jail) Prison.*

Whereas on the ..... day of ....., 20....., complaint was made before me, the undersigned Magistrate (or *Justice*) for the ..... District for that C.D. (1) ..... And whereas, on the hearing of the said complaint, it appeared that the cause of complaint arose out of the limits of the district of the said Court, and the said Court has directed the case to be transferred to the Court of the district where the cause of complaint arose, that is to say, to the ..... Court: This is to command you ..... forthwith to convey the said C.D. to the ..... (Jail) *Prison* and there deliver him to the Keeper of the said ..... together with this warrant; And I hereby command you, the said Keeper, to receive the said ..... into your custody in the said (Jail) *Prison* until he can be taken before the Magistrate (or *Justice*) of the said Court, to answer the said complaint and to be further dealt with according to law.

(1) State concisely the substance of the complaint.

Dated this ..... day of ....., 20.....

(Signed) .....  
(Magistrate or Justice)

Section 119.

FORM 50

**AFFIDAVIT FOR USE IN PROVING  
SERVICE OF PROCESS**

REPUBLIC OF TRINIDAD AND TOBAGO

No. ....

Return of Service of Process in respect of Summary Offences for the  
..... Court.

Name of Complainant	Name of Defendant	Document served	Date of Service	Place of Service	Mode of Service

I do swear that the above Return of Service is true and in accordance with the facts of such Service.

(Signed) .....  
(Deponent)

Sworn before me by the above-named deponent ..... this .....  
day of ....., 20.....

(Signed) .....  
(Magistrate or Justice)  
(or as the case may be)

NOTE.—In filling up the several columns it will be sufficient to write:

In Column One and Column Two, the initials of first names, giving surnames in full; and  
In Column Six, the words “personally”, or on “wife”, “son”, “daughter”, “attorney”,  
“agent”, “clerk”, or “servant”, as the case may require.

FORM 51

Section 20.

**RETURN BY MAGISTRATE (OR JUSTICE), ETC., OF  
FINES, PENALTIES, ETC., RECEIVED**

REPUBLIC OF TRINIDAD AND TOBAGO

Monthly return of the Magistrate (or *Justice*) of .....  
District [or, *of the Keeper of the* ..... (Jail) *Prison*] under  
the Summary Courts Act, of all moneys received, and when and to whom paid  
from the ..... day of ....., 20....., to the ..... day  
of ....., 20.....

Name of Person convicted	Date of conviction or order	Offence	Costs	Amount thereof paid	Fine	Amount thereof paid to Parties	Names of Parties	Amount of Fine received and paid to Accountant General	Punishment when Fine not paid	Name of convicting Justice	Reasons for non-payment or other Observations

\_\_\_\_\_

Section 72.

FORM 52

FORM OF COMMITMENT FOR CUMULATIVE  
TERM OF IMPRISONMENT

REPUBLIC OF TRINIDAD AND TOBAGO

County of .....

To all Constables, and to the Keeper of ..... (Jail) Prison.

A.B., late of C. .... having been this day at the ..... Court convicted for that he did (*here state the offence*) and adjudged for his offence to forfeit the sum of ..... and in default of payment to be imprisoned (*hard labour*) for ..... to commence after the expiration of another term of imprisonment for which he now stands committed under a warrant signed by (*me*) ..... and dated the ..... day of ..... I command that (*the said sums remaining unpaid*) the said A.B. be conveyed to ..... and delivered to the Keeper to be safely kept and imprisoned (*hard labour*) for ..... to commence after the expiration of the other term of imprisonment (*unless the said sums and the charges of his commitment and conveyance to prison amounting to ..... shall be sooner paid*).

(Signed) .....  
(Magistrate or Justice)

\_\_\_\_\_

**FOURTH SCHEDULE**

[18 of 1957].

**FORM 1**

Section 130.

**FORM OF NOTICE WHERE THE  
APPELLANT IS A DEFENDANT**

REPUBLIC OF TRINIDAD AND TOBAGO

To A.B. ....

Clerk.

Take notice that I, E.F., aggrieved by a conviction (or order) of G.H., dated ..... against me the said E.F. for having as therein alleged on the ..... day of ..... (*here state briefly the conviction or order*) do appeal against such conviction on the ground that I am not guilty.

Dated this ..... day of ....., 20.....

.....  
E.F. (*or his Attorney-at-law*)

**FORM 2**

Section 130.

**FORM OF NOTICE WHERE COURT REFUSES TO  
MAKE A CONVICTION OR ORDER**

REPUBLIC OF TRINIDAD AND TOBAGO

To A.B. ....

Clerk.

Take notice that I, C.D., aggrieved by the refusal of E.F. to make any conviction or order upon a certain complaint or information bearing date the ..... day of ..... wherein G.H. was charged with (*set out substance of complaint*) do appeal against such refusal to convict on the ground that the said E.F. refused to make a conviction or order.

Dated this ..... day of ....., 20.....

.....  
C.D. (*or his Attorney-at-law*)

Sections 134  
and 156.

FORM 3

RECOGNISANCE ON APPEAL

REPUBLIC OF TRINIDAD AND TOBAGO

Be it remembered that on ..... the ..... day of ..... in the year of Our Lord ..... A.B. (*appellant*) of ..... and C.D. of ..... and E.F. of ..... *surety (or sureties as the case may be)* came before me the undersigned (*Magistrate or Justice of the Peace*) for ..... (*district*) and severally acknowledged themselves to owe to the State the several sums following, that is to say, the said A.B. the sum of ..... and the said C.D. the sum of ..... and the said E.F. the sum of .....

Whereas on ..... the ..... day of ..... the said A.B. was convicted before ....., *Magistrate (or Justice of the Peace, as the case may be)* for that he the said A.B. did on ..... the ..... day of ..... (*here state substance of conviction or order*).

[Or Whereas on ..... the ..... day of ..... the said A.B. charged C.D. before ....., *Magistrate (or Justice of the Peace)* for that he the said C.D. did on ..... the ..... day of ..... (*here state substance of complaint*) and the said *Magistrate (or Justice of the Peace)* refused to convict the said C.D.].

And whereas the said A.B. has appealed against the said conviction (*or order*).

Now the condition of this recognisance is such that if the said A.B. shall personally appear at the sittings of the Court of Appeal when his appeal comes on to be heard (and at every sitting of such Court to which his appeal may be from time to time adjourned) and shall then and there duly prosecute such his appeal, and shall not depart the Court without leave, and shall abide by and perform the judgment of the said Court of Appeal, and pay all such costs as shall be awarded against him by the said Court, then this recognisance shall be void but otherwise shall be in full force and effect.

(*Appellant*) ..... (Signed) ..... A.B.  
(*Surety*) ..... (Signed) ..... C.D.  
(*Surety*) ..... (Signed) ..... E.F.

Taken and acknowledged before me.

(Signed) .....  
(*Magistrate or Justice*)

\_\_\_\_\_

FORM 4

Sections 134  
and 156.

RECOGNISANCE ON APPEAL

REPUBLIC OF TRINIDAD AND TOBAGO

Be it remembered that on ..... the ..... day of ..... in the year of Our Lord ..... A.B. (*appellant*) of ..... came before me the undersigned (*Magistrate or Justice of the Peace*) for ..... (*district*) and acknowledged himself to owe to the State the sum of ..... which said sum has been paid into Court.

Whereas on ..... the ..... day of ..... the said A.B. was convicted before ....., Magistrate (or *Justice of the Peace* as the case may be) for that he the said A.B. did on ..... the ..... day of ..... (*here state substance of conviction or order*).

[Or Whereas on ..... the ..... day of ..... the said A.B. charged C.D. before ....., Magistrate (or *Justice of the Peace*) for that he the said C.D. did on ..... the ..... day of ..... (*here state substance of complaint*) and the said Magistrate (or *Justice of the Peace*) refused to convict the said C.D.].

And whereas the said A.B. has appealed against the said conviction (*or order*).

Now the condition of this recognisance is such that if the said A.B. shall personally appear at the sittings of the Court of Appeal when his appeal comes on to be heard (and at every sitting of such Court to which his appeal may be from time to time adjourned) and shall then and there duly prosecute such his appeal and shall not depart the Court without leave, and shall abide by and perform the judgment of the said Court of Appeal, and pay all such costs as shall be awarded against him by the said Court, then this recognisance shall be void but otherwise shall be in full force and effect.

(*Appellant*) ..... (Signed) ..... A.B.

Taken and acknowledged before me.

(Signed) .....  
(*Magistrate or Justice*)

Section 150.

FORM 5

**WARRANT OF COMMITMENT FOR NON-PAYMENT**

To all Constables and to ..... Keeper of (Jail) Prison at .....

Whereas A.B., late of ..... (Labourer) was on the ..... day of ..... duly convicted before the undersigned Magistrate (or *Justice*) in and for the said County of ..... for that (*set out substance of conviction*). And whereas the said A.B. appealed against the said conviction (or *order*) in which C.D. was the respondent and which appeal was heard and determined at the Court of Appeal holden at ..... and the said Court thereupon ordered that (*set out conviction or order*) and that ..... should pay to ..... the sum of ..... for costs incurred by him in the said appeal which said sum was to be paid to the Registrar of the Supreme Court on or before the ..... day of ....., 20....., to be by him handed over to the said .....; And whereas the Registrar of the said Court hath on the ..... day of ..... instant duly certified that the said sum for costs has not been paid. These are therefore to command you to take the said ..... and him safely to convey to (*Jail*) Prison, and there deliver him to the Keeper thereof together with this receipt: And I do hereby command you the Keeper of the said (*Jail*) Prison ..... there to imprison him for the space of..... unless the said sum and all costs and charges of the said appeal (and of the commitment and conveying the said ..... to the said ..... amounting to a further sum of .....) are sooner paid unto you the said Keeper; And for so doing this shall be your sufficient warrant.

Given under my hand this ..... day of ..... in the year of Our Lord two thousand and ..... in the (County) aforesaid.

(Signed) .....  
*Magistrate or Justice*

\_\_\_\_\_

FORM 6

Section 155.

**REGISTRAR'S CERTIFICATE OF  
NON-PAYMENT OF COSTS**

REPUBLIC OF TRINIDAD AND TOBAGO

**CERTIFICATE OF REGISTRAR OF  
THE SUPREME COURT**

*(Title of the Appeal)*

I hereby certify that at a Court of Appeal holden at the Supreme Court in Port-of-Spain (*or Scarborough, as the case may be*) on ..... day of ..... an appeal by A.B. .... against a conviction (*or order*) of C.D., Magistrate (*or Justice*) for ..... (*district*) was heard and determined, and the said Court thereupon ordered that the said conviction (*or order*) should be confirmed (*or quashed*) and that the said ..... should pay to the said ..... the sum of ..... for the costs incurred by him in the said appeal and which sum was thereby ordered to be paid to me, the undersigned Registrar, on or before the ..... day ..... to be by me handed over to the said .....; And I further certify; that the said sum for costs has not, nor has any part thereof, been paid.

Dated this ..... day of ....., 20.....

(Signed) .....  
*(Registrar)*

\_\_\_\_\_

Sections 22(2),  
37(1).  
[19 of 1965].

**FIFTH SCHEDULE**  
**FORMS FOR USE IN PROCEEDINGS RELATING TO**  
**RECOVERY OF A SUM RECOVERABLE AS A**  
**CIVIL DEBT**

**FORM 1**

**COMPLAINT: CIVIL DEBT**

REPUBLIC OF TRINIDAD AND TOBAGO

In the County of .....

*A.B. Complainant*

v.

*C.D. Defendant*

The Complaint of A.B., of .....  
(address)

who states that C.D., of .....  
(address)

.....  
(state the grounds upon which, and the section and statute under which the  
debt is claimed)

and the said A.B. claims from the said C.D. the sum of \$ .....  
being money recoverable summarily as a civil debt.

Taken before me the ..... day of ....., 20.....

(Signed) .....  
(Magistrate or Justice)

\_\_\_\_\_

FORM 2

Section 22(2).

**SUMMONS TO DEFENDANT: CIVIL DEBT**

REPUBLIC OF TRINIDAD AND TOBAGO

In the County of .....

A.B. *Complainant*

v.

C.D. *Defendant*

To C.D. of .....  
(address)

Complaint has this day been made to me, the undersigned Magistrate or Justice, by A.B. of .....  
(address)

(hereinafter called the Complainant), that .....  
(state shortly the grounds of complaint)

.....  
and claiming from you the sum of \$ ..... being money recoverable summarily as a civil debt.

Particulars of the Complainant's claim are (given on the reverse of or annexed to) this Summons.

You are therefore summoned to appear on (Monday) the ..... day of ....., 20....., at the hour of ..... in the (forenoon) before the Magistrates' Court for the ( ..... ) District, to answer to the said Complaint.

Dated this ..... day of ....., 20.....

(Signed) .....  
(Magistrate or Justice)

\_\_\_\_\_

Section 22(2).

FORM 3

ORDER—CIVIL DEBTS

REPUBLIC OF TRINIDAD AND TOBAGO

In the County of .....

A.B. *Complainant*

v.

C.D. *Defendant*

Before the Magistrates' Court for the ( ..... ) District.

It is this day Adjudged that C.D. of .....  
(address)

pay to A.B., of .....  
(address)

the sum of \$..... being an amount recoverable summarily as a civil  
debt, and \$..... for costs [by (weekly or monthly) instalments of  
\$..... the first instalment of] the said (sum or sums) to be paid  
(forthwith or not later than ..... 20.....).

(And it is ordered that in default of payment the sum due thereunder be levied  
by distress and sale of goods of the said C.D.).

Dated this ..... day of ....., 20.....

(Signed) .....  
(Magistrate or Justice)

\_\_\_\_\_

FORM 4

APPLICATION FOR DISTRESS WARRANT

REPUBLIC OF TRINIDAD AND TOBAGO

In the County of .....

A.B. Complainant

v.

C.D. Defendant

I, the undersigned, do hereby apply for process to enforce the payment of the undermentioned sum, which has not been paid to me.

Name of Defendant .....

Date of Order ..... 20.....

Amount ordered to be paid ... .. \$.....

Whether costs, arrears, civil debt, or rates .....

Time (if any) allowed for payment (or date when instalment was due) .....

Amount for recovery of which application is now made ... .. \$.....

Date ....., 20.....

(Signed) .....  
(Applicant)

\_\_\_\_\_

FORM 5

**CERTIFICATE OF NON-PAYMENT OF SUM ADJUDGED**

REPUBLIC OF TRINIDAD AND TOBAGO

In the County of .....

*A.B. Complainant*

v.

*C.D. Defendant*

I hereby certify that the payments due to me, on behalf of A.B., from C.D. under an order made by the Magistrates' Court for the (.....) District on ....., 20....., under the .....  
*(name the Act under which the order was made)*

have not been made to me in full, and that there is now in arrear the sum of \$..... [in respect of (periodical payments or instalments) due up to and including ....., 20.....].

Dated the ..... day of ....., 20.....

(Signed) .....  
*Clerk of the Magistrates' Court  
for the District*

\_\_\_\_\_

FORM 6

DECLARATION OF NON-PAYMENT OF SUM ADJUDGED

REPUBLIC OF TRINIDAD AND TOBAGO

A.B. Complainant

v.

C.D. Defendant

I, A.B., of .....  
(address)

do solemnly and sincerely declare that the payments due to me from C.D.,  
under an order made by the Magistrates' Court for the ..... District,  
on ....., 20....., under .....  
(name the Act under which the order was made)

have not been made to me in full, and that there is now in arrear the sum of  
\$ ..... [in respect of periodical payments or (instalments) due up  
to and including ..... 20.....].

And I make this solemn declaration conscientiously believing the same to  
be true by virtue of the provisions of the Statutory Declarations Act.

.....  
(Signature)

Declared at ....., the .....  
day of ....., 20....., before me,

(Signed) .....  
(Magistrate or Justice of .....  
or other description)

\_\_\_\_\_

FORM 7

**DISTRESS WARRANT: CIVIL DEBT**

REPUBLIC OF TRINIDAD AND TOBAGO

In the County of .....

A.B. *Complainant*

v.

C.D. *Defendant*

To each and all Constables:

On ....., 20....., it was ordered by the Magistrates' Court for the ( ..... ) District that C.D. (hereinafter called "the debtor") pay to A.B., of .....  
(address)

the sum of \$..... for costs (the said order being made in the presence of the debtor); and (on ....., 20.....) it was further ordered [by the Magistrates' Court for the (.....) District] that in default of payment the sums due thereunder should be levied by distress and sale of the debtor's goods.

(And the debtor having been served with a copy of a minute of the first-mentioned order).

And default having been made in payment.

You are hereby commanded forthwith to make distress of the money and goods of the debtor (except the wearing apparel and bedding of him and his family and, to the value of two hundred dollars, the tools and implements of his trade); and if the sum stated at the foot of this warrant to be levied, together with the reasonable charges of the making and keeping of the said distress, be not paid, then not earlier than the (sixth) day after the making of such distress, unless the debtor consents in writing to an earlier sale, to sell the said goods by you distrained and pay the money arising thereby to the clerk of the Magistrates' Court for the (.....) District and if no such distress can be found to certify the same to the Court.

Dated the ..... day of ....., 20.....

(Signed) .....  
(Justice)

					\$	¢.
Amount ordered to be paid	...	...	...	...		
Amount paid	...	...	...	...		
Amount remaining due	...	...	...	...		
Cost of issuing this warrant	...	...	...	...	_____	
Total amount to be levied	...	...	...	...	_____	

FORM 8

CERTIFICATE OF NO GOODS

REPUBLIC OF TRINIDAD AND TOBAGO

A.B. Complainant

v.

C.D. Defendant

I, P.C., ..... hereby certify  
(name and number)

that, by virtue of this Warrant, I have made diligent search for the money and goods of the above-named C.D., and that I can find no (sufficient) money or goods of him whereon the sums specified in this Warrant can be levied.

Dated the ..... day of ....., 20.....

.....  
(Signature)

FORM 9

ACCOUNT OF CHARGES INCURRED ON  
DISTRESS WARRANT

REPUBLIC OF TRINIDAD AND TOBAGO

A.B. Complainant

v.

C.D. Defendant

In the Matter of a Complaint by A.B., of .....  
(address)  
against C.D., of .....  
(address)

I, P.C., ..... the Constable  
(name and number)

charged with the execution of the warrant of distress upon the money and goods of the said C.D. dated ....., 20....., hereby declare that the following is a true account of the costs and charges incurred in respect of the execution of the said warrant:

	\$	¢.
(Give details of amounts paid in respect of labour, transport, storage, sale, etc., with dates)		
Total ... ..		

Dated the ..... day of ....., 20.....

.....  
(Signature)

FORM 10

COMPLAINT TO ENFORCE ORDER: CIVIL DEBT

REPUBLIC OF TRINIDAD AND TOBAGO

In the County of .....

A.B. Complainant

v.

C.D. Defendant

The complaint of A.B., of .....  
(address)

who states that on ....., 20....., C.D.,  
of .....  
(address)

(hereinafter called the Debtor), was ordered by the Magistrates' Court for the  
..... District, to pay to the Complainant the sum of \$.....  
(enforceable summarily as a civil debt), particulars of which are given below,  
[by weekly (or monthly) instalments of \$ ....., the first instalment to  
be paid] forthwith (or not later than ....., 20.....); and the  
Complainant further states that the Debtor has made default in payment of the  
sum ordered to be paid (by reason of his refusal or neglect to pay the  
instalments thereof), particulars of which are given below.

	\$	¢
Amount of order and costs ... ..		
Costs of distress, if any ... ..		
Amount paid ... ..		
Total sum in default ... ..		
Amount of default in instalments due to date ...		

.....  
(Signature)

(Magistrate or Justice)

FORM 11

Section 37.

JUDGMENT SUMMONS

REPUBLIC OF TRINIDAD AND TOBAGO

In the County of .....

A.B. Complainant

v.

C.D. Defendant

To C.D., of .....  
(address)

Complaint has this day been made to me, the undersigned Magistrate or Justice by A.B.,  
of .....  
(address)

(hereinafter called the Complainant), that on ....., 20..... you were ordered  
by the Magistrates' Court for the ..... District, to pay to the Complainant the  
sum of \$..... (enforceable summarily as a civil debt), particulars of which are  
given below, [by (weekly or monthly) instalments of \$....., the first instalment  
to be paid] forthwith (or not later than ....., 20.....); and that you have  
made default in payment of the said sum (by reason of your refusal or neglect to pay the  
instalments thereof) particulars of which are given below.

You are therefore hereby summoned to appear on (Monday) the ..... day of  
....., 20....., at the hour of ..... in the (fore) noon, before the  
Magistrates' Court for the ..... District, to answer to the said Complaint  
and to be examined as to the means which you have or have had since the said order  
was made to pay the said sum or the undermentioned instalments thereof, and to show  
cause why you should not be committed to prison pursuant to section 37 of the  
Summary Courts Act, in default of payment.

Dated this ..... day of ....., 20.....

.....  
(Signature)  
(Magistrate or Justice)

Particulars	\$	¢
Amount of order and costs ... ..		
Costs of distress, if any ... ..		
Amount paid ... ..		
Total sum in default ... ..		
	\$	¢
Amount of default in instalments due to date ... ..		
Cost of this summons ... ..		
Amount upon the payment of which, before the date fixed by this summons for your appearance, no further proceedings will be taken unless you default in payment of a further instalment		

FORM 12

WARRANT OF COMMITMENTS: CIVIL DEBT

REPUBLIC OF TRINIDAD AND TOBAGO

In the County of .....

A.B. *Complainant*

v.

C.D. *Defendant*

To each and all Constables and to the Keeper of the State's Prison at .....  
..... or Police Officer in charge of  
.....  
*(name the place of detention)*

On ....., 20....., it was ordered by the Magistrates' Court for the ..... District, that C.D., of  
.....  
*(address)*

should pay to A.B., of .....  
*(address)*

the sum of \$....., being an amount recoverable summarily as a civil debt, and \$..... for costs:

And the Debtor has made default in payment of the sum ordered to be paid and has been summoned for an examination as to his means:

And it being proved to the satisfaction of the Court that the Debtor (has or has had, since the date of the said order,) the means to pay the sum (now) due and payable and (refuses or neglects or has refused or neglected) to pay the said sum:

[And the Constables aforesaid having been authorised by warrant dated ....., 20....., to levy the sum of \$ ..... by distress and it appearing that no (sufficient) distress whereon to levy the said sum could be found (and that a balance of \$ ..... is due)].

It is ordered that the Debtor be (committed to prison or detained in police custody) for ..... unless he sooner pays  
*(state the period)*

the (balance of the) sum ordered to be paid (together with the costs of enforcement), as set out below:

You, the said Constables, are hereby required to take the Debtor and convey him to the Keeper of the State's Prison at ..... or

the Police Officer in charge of .....  
 (name the place of detention)

and you, the said Keeper or Police Officer, to receive the Debtor into your  
 custody and keep him for .....  
 (state the period)

from his arrest under this order, or until he be sooner discharged in due course  
 of law.

Dated this ..... day of ....., 20.....

.....  
 (Signature)  
 (Magistrate or Justice)

	\$	¢.
(Sum or Balance) payable under order ... ..		
Enforcement costs payable ... ..		
<b>Total sums payable by Debtor ... ..</b>		

Payments received by Persons having Custody of the Debtor

.....  
 (Signature)

Date of Receipt \$ ¢.

\_\_\_\_\_

Section 35.  
[19 of 1965].

**SIXTH SCHEDULE**

**STATUTORY AUTHORITIES EMPOWERED TO  
RECOVER SUMS RECOVERABLE AS A CIVIL DEBT**

- Ch. 39. No. 1.      \*Port-of-Spain Corporation, established by the Port-of-Spain Corporation  
(1950 Ed.)      Ordinance.
- Ch. 39. No. 7.      \*San Fernando Corporation, established by the San Fernando Corporation  
(1950 Ed.)      Ordinance.
- Ch. 39. No. 11.    \*Arima Corporation, established by the Arima Corporation Ordinance.  
(1950 Ed.)
- Ch. 54:70.      Trinidad and Tobago Electricity Commission established by the Trinidad  
and Tobago Electricity Commission Act.
- Ch. 33:01.      \*National Housing Authority under the Housing Act.

*\*(These Corporations were repealed by Act No. 21 of 1990)*

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Section 4(4).

**SEVENTH SCHEDULE**

**FORM OF OATH (AFFIRMATION) FOR A  
JUSTICE OF THE PEACE**

I, A.B., having been appointed a Justice of the Peace for .....  
do swear by ..... (solemnly affirm) that I will bear true faith  
and allegiance to Trinidad and Tobago and will uphold the Constitution and  
the law, that I will conscientiously, impartially and to the best of my  
knowledge, judgment and ability discharge the functions of my office and do  
right to all manner of people after the laws and usages of Trinidad and Tobago  
without fear or favour, affection or ill-will.

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**SUBSIDIARY LEGISLATION**

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**MAGISTERIAL DISTRICTS ORDER**

*made under section 7*

Proc. 17 of  
1926.  
[75/1954  
64/1978  
212/1980  
99/2020].

1. This Order may be cited as the Magisterial Districts Order.

Citation.

2. Trinidad and Tobago is hereby divided into the magisterial districts described in the Schedule.

Magisterial  
districts.  
Schedule.

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**SCHEDULE**

**MAGISTERIAL DISTRICTS**

The magisterial districts into which Trinidad and Tobago is divided are as follows:

*North Trinidad*—consisting of the City of Port-of-Spain, the Boroughs of Arima and Chaguanas and the Municipalities of Diego Martin, San Juan/Laventille, Tunapuna/Piarco and Sangre Grande.

*South Trinidad*—consisting of the City of San Fernando, the Borough of Point Fortin and the Municipalities of Couva/Tabaquite/Talparo, Siparia, Penal/Debe, Princes Town and Mayaro/Rio Claro.

*Tobago*—consisting of the island of Tobago.

[Subsidiary]

*Magisterial Districts Order*

**SCHEDULE**

<i>District</i>	<i>Name of Court</i>	<i>Place</i>	<i>Time</i>
ST. GEORGE WEST	PORT-OF-SPAIN Magistrate's Court	NIPDEC House, No. 2A Cipriani Place, Cipriani Boulevard, Port-of-Spain	Monday to Friday at 9.00 a.m. to 4.00 p.m.
do.	do.	The District Court, 42, St. Vincent Street, Port-of-Spain	do.
ST. GEORGE EAST	TUNAPUNA Magistrate's Court	Tunapuna Administrative Complex, Corner of Eastern Main Road and Centenary Street, Tunapuna	Monday to Friday at 9.00 a.m. to 12.00 noon and 1.00 p.m. to 3.00 p.m.
ARIMA	ARIMA Magistrate's Court	No. 8 Prince Street, Arima	Monday to Friday at 9.00 a.m. to 12.00 noon, 1.00 p.m. to 3.00 p.m. and 5.00 p.m. to 9.00 p.m.
SAN RAFAEL	SAN RAFAEL Magistrate's Court	San Rafael Police Station, San Rafael	4th Monday in each month at 9.30 a.m.
BLANCHISSEUSE	BLANCHISSEUSE Magistrate's Court	Blanchisseuse Police Station, Paria Main Road, Blanchisseuse	2nd Friday in the months of March, June, September and December at 9.30 a.m.

*Summary Courts*

**Chap. 4:20**

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*Magisterial Districts Order*

[Subsidiary]

<i>District</i>	<i>Name of Court</i>	<i>Place</i>	<i>Time</i>
NORTH-EASTERN DISTRICT	SANGRE GRANDE Magistrate's Court	4, Toco Road, Sangre Grande	Monday to Friday at 9.00 a.m. to 12.00 noon, 1.00 p.m. to 3.00 p.m. and 5.00 p.m. to 9.00 p.m.
	TOCO Magistrate's Court	Court House, Adjacent to the Police Station, Toco	2nd and 4th Thursdays in each month at 9.30 a.m.
SOUTH-EASTERN DISTRICT	RIO CLARO Magistrate's Court	Court House, Corner of Naparima-Mayaro and Guayaguayare Roads, Rio Claro	Monday to Friday at 9.00 a.m. to 12.00 noon and 1.00 p.m. to 3.00 p.m.
	MAYARO Magistrate's Court	Court House, Opposite the Mayaro Police Station on the Mayaro Road, Mayaro	Monday to Friday at 9.00 a.m. to 12.00 noon and 1.00 p.m. to 3.00 p.m.
CARONI ...	CHAGUANAS Magistrate's Court	Court House, Corner Railway Road and Laing Street, Chaguana	Monday to Friday at 9.00 a.m. to 3.00 p.m.
COUVA ...	COUVA Magistrate's Court	Court House, Church Street, Couva	Monday to Friday at 9.00 a.m. to 12.00 noon and 1.00 p.m. to 3.00 p.m.

[Subsidiary]

Magisterial Districts Order

SCHEDULE—Continued

<i>District</i>	<i>Name of Court</i>	<i>Place</i>	<i>Time</i>
VICTORIA WEST	SAN FERNANDO Magistrate's Court	Magistrate's Court Building, Corner Knox and Harris Streets, San Fernando	Monday to Friday at 9.00 a.m. to 12.00 noon, 1.00 p.m. to 3.00 p.m. and 5.00 p.m. to 9.00 p.m.
VICTORIA EAST	PRINCES TOWN Magistrate's Court	Magistrates' Court Building, 7, Court Street, San Fernando	Monday to Friday at 9.00 a.m. to 12.00 noon and 1.00 p.m. to 3.00 p.m.
MORUGA	MORUGA Magistrate's Court	Moruga Court House, Moruga Main Road, Moruga	1st and 3rd Wednesdays in each month at 9.30 a.m.
ST. PATRICK EAST	SIPARIA Magistrate's Court	Court House, High Street, Opposite Coora Road, Siparia	Monday to Friday at 9.00 a.m. to 12.00 noon and 1.00 p.m. to 3.00 p.m.
ST. PATRICK WEST	POINT FORTIN Magistrate's Court	Court House, Guapo-Cap-de-Ville Road, Point Fortin	Monday to Friday at 9.00 a.m. to 12.00 noon and 1.00 p.m. to 3.00 p.m.

*Summary Courts*

**Chap. 4:20**

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*Magisterial Districts Order*

[Subsidiary]

<i>District</i>	<i>Name of Court</i>	<i>Place</i>	<i>Time</i>
TOBAGO ...	SCARBOROUGH Magistrate's Court	Court House, 21A, Bacolet Street, Scarborough	Monday to Friday at 9.00 a.m. to 12.00 noon and 1.00 p.m. to 3.00 p.m.
	CHARLOTTEVILLE Magistrate's Court	Rest House, Charlotteville	2nd Friday in each month at 9.30 a.m. to 12.00 noon and 1.00 p.m. to 3.00 p.m.

[Subsidiary]

175/1958.  
[51/1980  
200/1980  
3 of 1994].

### SUMMARY COURTS (COSTS ON APPEAL) RULES

*made under section 157*

Short title.

**1.** These Rules may be cited as the Summary Courts (Costs on Appeal) Rules.

Interpretation.

**2.** In these Rules, “Registrar” means the Registrar of the Supreme Court.

Furnishing of  
free notes of  
evidence.

**3.** In the case of an appeal against a conviction or order of a Magistrate or Justice, if at the time when notice of appeal is given or within 24 hours thereafter application is made by the appellant or the respondent to the Clerk for the notes of evidence taken at the trial, the Clerk shall furnish the Registrar of the Supreme Court with a copy of such notes for delivery free of charge to the appellant and respondent.

Service of  
notices required  
by section 137.

**4.** Notices required by section 137 of the Act to be given by the Clerk may be served either as provided in subsection (2) of that section or by delivering a copy of it to him personally, or, if he cannot be found, by leaving a copy of it with some person for him at his normal or last known place of abode.

Fees and costs  
on appeal.

**5.** The fees and costs recoverable by any party on an appeal from a Summary Court shall be determined in accordance with the scale set forth in the Schedule.

Schedule.

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**SCHEDULE**

Rule 5.  
[200/1980  
3 of 1994].

1. REGISTRAR

(a) On filing or sealing a notice ... ..	\$1.50
(b) On sealing a writ of subpoena not exceeding three persons ... ..	\$3.00
(c) On any affidavit ... ..	\$1.00
(d) Copies of notes of evidence or any other document filed in the proceedings—per folio of seventy-two words ... ..	\$1.00
(e) On every taxation of bill of costs ... ..	\$2.00

2. ATTORNEY-AT-LAW

(a) Fee on brief (Senior Attorney-at-law) ... ..	\$250.00 to \$750.00
(b) Fee on brief (Junior Attorney-at-law) from	\$150.00 to \$600.00

3. INSTRUCTING ATTORNEY-AT-LAW

(a) Instructions to support, vary or rescind a Magistrate's order ... ..	\$15.00
(b) Attendances from ... ..	\$8.00 to \$50.00
(c) Perusing any document—per folio of seventy-two words ... ..	\$0.50
(d) Copy of notes of evidence for Attorney-at- law—per folio of seventy-two words ... ..	\$1.00
(e) Conferences from ... ..	\$25.00 to \$75.00
(f) Service of any document ... ..	\$2.00
(g) Drawing any document—per folio of seventy-two words ... ..	\$1.00
(h) Copies of documents (other than notes of evidence)—per folio of seventy-two words	\$0.50

[Subsidiary]

221/2005.

**SUMMARY COURTS (SERVICE OF SUMMONS)  
(FAMILY COURT) ORDER**

*made under section 47(3)*

Citation.

**1.** This Order may be cited as the Summary Courts (Service of Summons) (Family Court) Order.

The Marshal,  
Deputy  
Marshals,  
Second Deputy  
Marshals and  
bailiffs in the  
employ of the  
State.

**2.** The Marshal, Deputy Marshals, Second Deputy Marshals and bailiffs in the employ of the State are authorised officers for the purpose of serving summonses in respect of matters in the magisterial jurisdiction of the Family Court.

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**SUMMARY COURTS (FEES) RULES**

264/2020.

*made under section 23*

**1. Citation and Commencement**

- 1.1 These Rules may be cited as the Summary Courts (Fees) Rules.
- 1.2 These Rules shall come into force on 6th July 2020.

**2. Interpretation**

- 2.1 In these Rules, “Act” means the Summary Courts Act, Chap. 4:20.

**3. When these Rules apply**

- 3.1 These Rules, unless otherwise provided, shall apply in all complaints, causes or applications or associated proceedings before a Summary Court or a District Criminal and Traffic Court to which the Act applies.

**4. Prescribed Fees**

- 4.1 The fees payable in relation to proceedings to which these Rules apply shall be as prescribed in the Schedule.

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**SCHEDULE**

**TABLE OF FEES**

	\$
1. For a complaint under the Summary Ejection Ordinance*, for each defendant.	0.00
2. For any other complaint, for each defendant. ... ..	0.00
3. For each summons to a witness either for complainant or defendant.	0.00
4. For an application under the Adoption of Children Act.	0.00
5. For an application under the Family Law (Guardianship of Minors, Domicile and Maintenance) Act.	0.00
6. For an application under the Domestic Violence Act.	0.00
7. For warrant of distress. ... ..	0.00

\_\_\_\_\_

**SUMMARY COURTS (SITTINGS) ORDER**

\*188/2021.

*made under section 9*

1. This Order may be cited as the Summary Courts (Sittings) Order. Citation.

2. The places and times set out in the third and fourth columns, respectively, of the Schedule are appointed for the holding of sittings and the operation of the court office of the Summary Courts designated in the first and second columns of the Schedule. Places and times.

3. There shall be no sittings of the several Courts on any of the days appointed if it is a public holiday or a public festival day known as Carnival Monday or Carnival Tuesday. No sittings on public holidays.

4. The term “public festival” has the meaning assigned to it by the Public Holidays and Festivals Act.

5. The Summary Courts (Sittings) Order, 1995 is revoked. Legal Notice No. 163 of 1995.

6. Summary Court operations, hearings and matters during the Covid-19 Pandemic are guided by Practice Directions as issued from time to time.

7. Nothing in this Order shall prohibit the Summary Court from sitting at any time in an Emergency or for the hearing of an urgent application.

8. Nothing in this Order shall prohibit the Summary Courts from sitting virtually or from hearing any attorney, party or witness virtually or by any electronic means not expressly prohibited by law.

\*Amended by LNs 8/1996; 84/1997, 129/1997, 503/1997; 243/1998; 29 of 1999, 227/1999; 84/2004, 90/2004, 236/2004; 97/2008; 105/2009; 282/2014, 386/2014; 80/2016; 99/2017; 50/2018; 124/2019 and 188/2021.

**SCHEDULE**

<b>District</b>	<b>Name of Court</b>	<b>Place</b>	<b>Time</b>
<b>NORTH TRINIDAD</b>	PORT-OF-SPAIN Magistrate's Court	St. Vincent Street, Port-of-Spain	Normal (or regular) times of Sitting: Monday to Friday from 9:00 a.m. to 3:00 p.m.  Court Office hours of operation: Monday to Friday 8:00 a.m. to 4:00 p.m.
	TUNAPUNA Magistrate's Court	Tunapuna Administrative Complex, Corner of Eastern Main Road and Centenary Street, Tunapuna	Normal (or regular) times of Sitting: Monday to Friday from 9:00 a.m. to 3:00 p.m.  Court Office hours of operation: Monday to Friday 8:00 a.m. to 4:00 p.m.
	ARIMA Magistrate's Court	No. 8 Prince Street, Arima	Normal (or regular) times of Sitting: Monday to Friday from 9:00 a.m. to 3:00 p.m.  Court Office hours of operation: Monday to Friday 8:00 a.m. to 4:00 p.m.
	CHAGUANAS Magistrate's Court	3, Railway Road, Chaguanas	Normal (or regular) times of Sitting: Monday to Friday from 9:00 a.m. to 3:00 p.m.  Court Office hours of operation: Monday to Friday 8:00 a.m. to 4:00 p.m.
	SANGRE GRANDE Magistrate's Court	4, Toco Main Road, Sangre Grande, Trinidad	Normal (or regular) times of Sitting: Monday to Friday from 9:00 a.m. to 3:00 p.m.  Court Office hours of operation: Monday to Friday 8:00 a.m. to 4:00 p.m.

*Summary Courts*

**Chap. 4:20**

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*Summary Courts (Sittings) Order*

[Subsidiary]

District	Name of Court	Place	Time
SOUTH TRINIDAD	SAN FERNANDO Magistrate's Court	San Fernando Supreme Court, Harris Promenade, San Fernando  San Fernando Magistrate's Court, (Madinah Building) No. 7 Court Street, San Fernando	Normal (or regular) times of Sitting: Monday to Friday from 9:00 a.m. to 3:00 p.m.  Court Office hours of operation: Monday to Friday 8:00 a.m. to 4:00 p.m.
	COUVA Magistrate's Court	Church Street, Couva	Normal (or regular) times of Sitting: Monday to Friday from 9:00 a.m. to 3:00 p.m.  Court Office hours of operation: Monday to Friday 8:00 a.m. to 4:00 p.m.
	PRINCES TOWN Magistrate's Court	No. 271 Edward Street, Naparima Mayaro Road, Princes Town	Normal (or regular) times of Sitting: Monday to Friday from 9:00 a.m. to 3:00 p.m.  Court Office hours of operation: Monday to Friday 8:00 a.m. to 4:00 p.m.
	SIPARIA Magistrate's Court	High Street, Siparia	Normal (or regular) times of Sitting: Monday to Friday from 9:00 a.m. to 3:00 p.m.  Court Office hours of operation: Monday to Friday 8:00 a.m. to 4:00 p.m.
	POINT FORTIN Magistrate's Court	Guapo-Cap-de-Ville Road, Point Fortin	Normal (or regular) times of Sitting: Monday to Friday from 9:00 a.m. to 3:00 p.m.  Court Office hours of operation: Monday to Friday 8:00 a.m. to 4:00 p.m.

SCHEDULE—Continued

District	Name of Court	Place	Time
TOBAGO	SCARBOROUGH Magistrate's Court	Bacolet Street, Scarborough	Normal (or regular) times of Sitting: Monday to Friday from 9:00 a.m. to 3:00 p.m.  Court Office hours of operation: Monday to Friday 8:00 a.m. to 4:00 p.m.

**SUMMARY COURTS (APPEALS AGAINST FIXED  
PENALTY NOTICES ISSUED UNDER  
THE PUBLIC HEALTH REGULATIONS) RULES**

279/2021.

*made under section 23*

**1. Citation and Commencement**

1.1 These Rules may be cited as the Summary Courts (Appeals Against Fixed Penalty Notices Issued Under The Public Health Regulations) Rules.

1.2 These Rules shall come into force on 3rd December 2021.

**2. Interpretation**

2.1 In these Rules:

“Ordinance” means the Public Health Ordinance Chapter 12 No. 4;

“Regulations” means the Public Health [2019 Novel Coronavirus (2019-nCoV)] Regulations made pursuant to section 105 of the Public Health Ordinance Ch. 12 No. 4, as amended from time to time.

**3. When these Rules apply**

3.1 These Rules, unless otherwise provided, shall apply in all appeals against fixed penalty notices issued under sections 105, 105A, 105B and 105C of the Ordinance and the Regulations.

**4. Time for filing an appeal**

4.1 An appeal against a fixed penalty notice must be filed within twenty-eight (28) days from the date payment is due under the fixed penalty notice issued to the person alleged to be in breach.

**5. Processing Fees**

5.1 There shall be charged a non-refundable processing fee in respect of each online transaction associated with the payment and refund of any fixed penalty notice fine.