

# DID YOU KNOW ICAS OFFERS LEGAL SERVICES ON LITIGATION



"The time frame for creating documentation with regard to litigation and the information we will require from clients are as follows:

01

## Debt and court cases: What to do – 3min

Definition of "debt": a sum of money that is owed or due.

Definition of "court case": a dispute between two parties that is decided in a court of law.

We will need at least the following information to complete this interview:

- The full name of the person who will be making use of the financial support package;
- The identity number or passport number of the person making use of the package.

02

## Getting an uncontested divorce – 10min

Definition of "uncontested": not having been challenged, called into question, or disputed.

Definition of "divorce": the legal dissolution of a marriage by a court

We will need at least the following information to complete this interview:

- The full names, identity/passport numbers, occupations and residential addresses of the spouses.
- The full names and dates of birth of any children born of the marriage.
- The date and place of the marriage.
- The reasons (in broad terms) for the breakdown of the marriage.

03

## How to claim maintenance – 15min

Definition of "maintenance": the provision of financial support for a person's living expenses, or the support so provided.

We will need at least the following information to complete this interview:

- Your full names, identity number, date of birth, residential address, work address and contact telephone numbers;
- You'll need the same information as above in relation to the person from whom you want to claim maintenance ("the Defendant");
- The name of your nearest police station;
- The name of the police station nearest to the Defendant's home;
- The name and date of birth of any children who need to be maintained;
- The amount of money you would like the Defendant to pay for your maintenance, if you are claiming maintenance for yourself;
- The amount of money you would like the Defendant to contribute for each child, if you are claiming maintenance for children.

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04

## Small Claims Court –Advice Only – 2min

Definition of "Small Claims Court": a local court in which claims for small sums of money can be heard and decided quickly and cheaply, without legal representation.

05

## Small Claims Court: How to claim money – 14min

- 5.1 Rental owing in terms of a lease agreement – 14min
- 5.2 A loan agreement – 14min
- 5.3 A sale agreement – 14min
- 5.4 A building agreement – 14min
- 5.5 Damage caused to your vehicle in a motor vehicle accident – 14min
- 5.6 Someone having taken away an asset that belongs to you – 14min

We will need at least the following information to complete this interview:

- The claimant's full name, identity/ passport/ registration number and residential address or place of business.
- If the claimant is an individual, their gender and occupation.
- The Defendant's full name, identity/passport number, gender, occupation (if known) and residential or employment address.
- Details of the facts giving rise to the claim.
- The amount of money being claimed.

06

## Stopping domestic violence – 10min

Definition of "domestic violence": violent or aggressive behaviour within the home, typically involving the violent abuse of a spouse or partner.

We will need at least the following information to complete this interview:

- Your full names, occupation, identity number or date of birth, residential address, work address and contact telephone numbers;
- You'll also need to provide the above information for the person who is subjecting you to domestic violence ("the Defendant");
- If you are not the victim of the domestic violence but you will be applying on behalf of the victim for an order putting a stop to the domestic violence, then you will also need to provide the same information in relation to the victim;
- The name and age of the children and adults who share the home at which the domestic violence is occurring;
- Details of the domestic violence, including a description of the abuse, injuries sustained and any medical treatment received;
- Details of any of your personal property or belongings which you would like to have removed from the possession of the Defendant;
- The name of your nearest police station."

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