

LAWS OF GUYANA

SUMMARY JURISDICTION (PROCEDURE) ACT

CHAPTER 10:02

Act

12 of 1893

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on
Revision Date

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CHAPTER 10:02

SUMMARY JURISDICTION (PROCEDURE) ACT

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CHAPTER 10:02

SUMMARY JURISDICTION (PROCEDURE) ACT

1929 Ed.
c. 14
1953 Ed.
c. 15

12 of 1893

An Act to consolidate and amend the Laws relating to Procedure with respect to Offences punishable on Summary Conviction.

[1ST MARCH, 1894]

PRELIMINARY

Short title. **1.** This Act may be cited as the Summary Jurisdiction (Procedure) Act.

Interpretation.
[11 of 1931] **2.** In this Act –

“adult” means a person who, in the opinion of the court, is of or above the age of sixteen years;

“child” means a person who, in the opinion of the court, is

under the age of fourteen years;

“clerk” means the clerk of the court;

“complainant” includes any informant or prosecutor in any case relating to a summary conviction offence;

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

“the court” means a magistrate’s court acting in the exercise of its jurisdiction in respect of summary conviction offences;

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

“indictable offence” means any offence punishable on indictment before the High Court;

“keeper” when used in relation to a prison, includes the superintendent or other chief resident officer of the prison;

“order” includes any conviction in respect of a summary conviction offence;

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

“prison” includes any lock-up house, police-cell, or other duly authorised place of detention for persons in custody;

“sum of money adjudged to be paid by order” includes any costs,

“summary conviction offence” means any offence punishable on summary conviction before the court, and includes

any matter in respect of which the court can make an order in the exercise of its summary jurisdiction.

Application of Act.

3. Unless the contrary is expressly provided by any written law relating thereto, this Act shall extend and apply to all proceedings which may be taken in respect of summary conviction offences, whether those offences are constituted before, or at the time of, or after, the commencement hereof.

PART I INSTITUTION OF PROCEEDINGS

Making of Complaint

Mode of instituting proceeding. Forms 1 & 2.

4. Every proceeding in the court for the obtaining of an order against any person in respect of a summary conviction offence shall be instituted by a complaint made before the magistrate of the court.

General right of making complaint.

5. Anyone may make a complaint against any person committing a summary conviction offence unless it appears from the written law on which the complaint is founded that a complaint for that offence shall be made only by a particular person or class of persons.

Limitation of complaint.

6. In every case where no time is specially limited for making a complaint for a summary conviction offence in the written law relating to that offence, the complaint shall be made within six months from the time when the matter of the complaint arose, and not after.

Form and requisites of complaint.

7. (1) No complaint need 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, but if a complaint is not made in writing, the clerk shall reduce it into writing.

(2) Subject to section 13 every complaint may,

unless some written law otherwise requires, be made without any oath being made of the truth thereof.

(3) A complaint may be made by the complainant in person, or by his counsel, or by any person authorised in writing in that behalf, and shall be for one offence only.

(4) 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 practicable of the time and place when and where the offence was committed, shall be sufficient in law.

Special procedure in respect of certain offences. [14 of 1959 28 of 1970 4 of 1972 O. 166/1974 167/1974 13 of 1998 O. 5/2007] Form 4.

8. (1) Notwithstanding section 11(1), where any member of the Police Force finds that an offence to which this section applies has been committed or is being committed in any place, it shall be lawful for such member of the Police Force then and there to serve upon the person alleged to be the offender a notice charging him with the commission of such offence, and notifying him that a complaint will be made against him in respect of the said offence and requiring him to appear at the court specified in the notice on the day and at the hour stated therein to answer the said complaint.

(2) A person upon whom a member of the Police Force has served a notice under subsection (1) may, in lieu of being prosecuted for the alleged offence, pay to the clerk of the court of the magisterial district in which the offence was committed, within seven days from the date of the issue of the notice, such penalty as the Minister may by order prescribe for the offence.

(3) The Minister may by order amend or revoke any order made under subsection (2).

(4) A notice under subsection (1) shall be served on the alleged offender personally, and the date stated in the notice as the day on which the alleged offender is required to

appear at court shall be at least fourteen days after the date of the issue of the notice.

(5) If the alleged offender pays the penalty within the time specified in subsection (2), the provisions hereinafter contained in this section in respect of his duties and liabilities shall not apply.

(6) If the alleged offender does not exercise the option of paying a penalty as provided for in subsection (2), the member of the Police Force shall, on the date stated in the notice as the day on which the alleged offender is required to appear at court, make in the court specified in the notice a complaint against the alleged offender for the offence mentioned in the notice.

(7) Upon the service of a notice under subsection (1), the alleged offender shall be subject to the same duties and liabilities as if he had entered, under section 71, into a recognisance in the sum of one thousand six hundred and twenty-five dollars to appear before the court specified in the notice on the day and at the hour stated therein to answer the complaint referred to in the notice and to be further dealt with according to law.

(8) If a complaint has been duly made under subsection (6) and the alleged offender does not appear at the court at the time mentioned in the notice, the court may proceed in accordance with sections 13 and 25 and for this purpose the said sections shall be read as if the word "notice" were substituted for the word "summons" wherever it appears therein.

(9) If the alleged offender appears at the time mentioned in the notice and a complaint has been duly made under subsection (6), the court shall proceed to hear and determine the complaint.

LAWS OF GUYANA

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Cap. 10:02

Summary Jurisdiction (Procedure)

(10) This section shall apply to –

- c. 8:02 (a) offences against section 153 of the Summary Jurisdiction (Offences) Act;
- c. 51:02 (b) offences against sections 13, 15, 23, 25, 34, 40, 43, 46, 50, 52, 55, 56, 57, 58, 59, 60 and 61 of the Motor Vehicles and Road Traffic Act;
- c. 51:02 (c) offences against the Motor Vehicles and Road Traffic Regulations;
- c. 8:02 (d) offences against the General Traffic Directions made by the Commissioner of Police on the 24th November, 1937, under the Summary Jurisdiction (Offences) Act and continued in force by section 117 of the Motor Vehicles and Road Traffic Act;
- (e) offences against any order made by the Licensing Authority under section 48, 51 or 102 of the Motor Vehicles and Road Traffic Act;
- (f) offences against the Road Traffic (Georgetown) Regulations;
- c. 47:01 (g) offences under section 63(3) of the Post and Telegraph Act in respect of broadcast receiving sets.

(11) Subject to negative resolution of the National Assembly, the Minister may by order amend subsection (10) by making additions to or deletions from the offences referred to therein.

(12) Where a police constable finds a vehicle on an occasion and has reason to believe that on that occasion there is being or has been committed in respect of it an offence to which this section applies, being an offence –

- (a) committed by reason of the vehicle obstructing the road, or waiting, or being left or parked or being loaded or unloaded in a road; or
- (b) disclosed upon an examination of such vehicle, he may proceed under this section as if he had found a person reasonably believed by him to be committing an offence and for that purpose a notice as mentioned in subsection (1) if affixed to the vehicle shall be deemed to be served pursuant to that subsection upon the person liable for the offence and notwithstanding anything to the contrary in any law the registered owner of such vehicle shall, for the purposes of any proceedings to be taken in a court in respect of such offence, be deemed to be the person liable for the offence:

Provided that if the registered owner at the time of entering his plea at the hearing of the offence alleges that he was not the driver, or the person in charge, of the vehicle at the time when the alleged offence was committed the court may cause a summons to be issued to the person who is alleged by the registered owner to have been the driver or the person in charge making him a co-defendant in the proceedings and the court may after hearing the evidence and witnesses, if any, of all parties make such order as to the payment of any fine and costs as to the court may seem just.

(13) A notice if affixed to a vehicle under subsection (12) shall not be removed or interfered with except by or under the authority of the driver or person in charge of the vehicle or the person liable for the offence in question; and any person contravening this subsection shall be liable to a fine of not less than ten thousand dollars nor more than twenty thousand dollars.

(14) Where a notice is served under subsection (1) or is affixed under subsection (12), the officer responsible for so doing shall –

- (a) immediately after his return to the police station to which he is attached, submit a copy of the notice to the officer in charge of that police station to be kept there for the purposes of the record; and
- (b) within no more than three days after serving or affixing the notice, submit a copy of the notice to the clerk of the court of the magisterial district in which the alleged offence was committed.

(15) An officer who fails to comply with the requirements of subsection (14) commits an offence against discipline for the purposes of section 4 of the Police (Discipline) Act and is liable to such punishment as may be imposed upon him under that Act.

c. 17:01

Disqualifi-
cation of
licence.

8A. (1) If a complaint has been duly made under section 8(6) in respect of an offence in connection with driving and the alleged offender does not appear at the court at the time mentioned in the notice, the court –

- (a) may proceed as provided in section 8 (8); and
- (b) shall make an order disqualifying the alleged offender from holding or obtaining a driver's licence until such time as the offender pays the sum specified under subsection (2).

(2) The sum, referred to under subsection (1) (b) shall not be less than the penalty prescribed for that offence under section 8 (2), plus one half of that amount per month for every month or part of each month following the date of disqualification until payment.

(3) A disqualification under this section has the same effect as if it were a disqualification by virtue of a conviction or order under the Motor Vehicles and Road Traffic Act, and section 32 (1), (2), (5) and (6) of that Act applies to the disqualification.

c. 51:02

(4) Where a disqualification order is made under this section –

- (a) the clerk of the court shall send notice of the order to the Licensing Authority established under the Motor Vehicles and Road Traffic Act and to the Commissioner of Police; and
- (b) the disqualified person shall, on demand by any police constable, surrender his licence to the police constable.

c. 51:02

(5) Upon payment of the sum specified in subsection (2) to the clerk of the court, the disqualified person, shall

apply to the police constable for the return of his licence.

Statement of exception.

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

Averment in complaint or information sufficient to confer jurisdiction. [21 of 1978]

9A. An averment in any complaint or information that an offence has been committed within a particular magisterial district shall, unless the contrary is proved, be sufficient to confer jurisdiction on a magistrate of that district to hear and determine the complaint or information, as the case may be.

Search Warrant

Issue of search warrant and proceedings thereunder.

10. (1) Any magistrate who is satisfied, by proof upon oath, that there is reasonable ground for believing that there is, in any building, ship, carriage, box, receptacle, or place –

- (a) anything upon, or in respect of which, any summary conviction offence has been or is suspected to have been committed for which, according to any written law for the time being in force, the offender may be arrested without warrant; or
- (b) anything which there is reasonable ground for believing will afford evidence as to the commission of that 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, for which, according to any written law for the time being in force, the offender may be arrested without warrant,

Form 50.

may at any time issue a warrant under his hand, authorising some police or other constable named therein to search the building, ship, carriage, box, receptacle, or place for any of those things, and to seize and take it before the magistrate issuing the warrant or some other magistrate, to be by him dealt with according to law.

(2) Every search warrant may be issued and executed on a Sunday and shall be executed between the hours of five o'clock in the morning and eight o'clock at night, but the magistrate in his discretion, may, by the warrant, authorise the constable to execute it at any hour.

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

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

(5) If, under the warrant, there is brought before any magistrate any counterfeit coin or other thing, the possession of which, with knowledge of its nature and without lawful excuse, is a summary conviction offence or an indictable offence according to any written law for the time being in force, that thing shall be delivered up to the Commissioner of Police, or to any person authorised by him to receive it, 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.

(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 written law for the time being in force to any person lawfully authorised to search for the thing, and the thing itself shall be disposed of in the same manner as directed by that written law or, in default of direction, as ordered by the Commissioner of Police.

Enforcing Appearance of Defendant

Issue of
summons to
defendant.
Form 3.

11. (1) Whenever a complaint is made before a magistrate that any person has committed, or is suspected to have committed, any summary conviction offence within his jurisdiction, the magistrate may issue his summons directed to that person, stating concisely the substance of the complaint, and requiring him to appear at a certain time not less than forty-eight hours after the service of the summons and at a certain place, before the court of the magistrate to answer the complaint, and to be further dealt with according to law:

Provided that the court may, if it thinks fit, with the consent of parties, hear and determine a complaint notwithstanding that the period of forty-eight hours may not have elapsed.

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

Service of summons on defendant.

12. The summons shall be served by a police or other constable upon the defendant either by delivering it to him personally, or, if he cannot, with the exercise of reasonable diligence, be encountered, by leaving it with some person for him at his last or most usual place of abode.

Hearing *ex parte* or issue of warrant, on non-appearance of defendant. [14 of 1959 4 of 1972]

13. (1) 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 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 to all intents and purposes as if the defendant had personally appeared before it in obedience to the summons; or
- (b) adjourn the hearing to some future day; or
- (c) issue a warrant to apprehend the person so summoned for avoiding service, and to bring him before the court to answer the complaint, and to be further dealt with according to law.

Form 5A.

(2) A defendant in any proceedings before the court may be represented by counsel, and any defendant so represented shall be deemed not to be absent:

Provided that the appearance of a defendant by counsel shall not satisfy any provision in any enactment or any condition of any recognisance expressly requiring his presence.

Issue of
warrant for
defendant in
first instance.

14. On a complaint in writing and upon oath being made before a magistrate for any summary conviction offence, the magistrate may, on good cause being shown to him for so doing, and on oath being made before him substantiating the matter of the complaint to his satisfaction, instead of issuing a summons, issue in the first instance a warrant to apprehend the person against whom the complaint has been made and to bring him before the court of the magistrate to answer the complaint, and to be further dealt with according to law.

Form 5B.
Form 24.

PART II WITNESSES

Enforcing Attendance of Witness

Issue of
summons for
witness.

15. If, either before or on the hearing of any complaint, it appears to the magistrate, 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 may issue a summons for that person, requiring him to attend, at a time and place to be mentioned therein, before the court of the magistrate to give evidence respecting the case, and to bring with him any documents relating thereto which may be in his possession, power, or control.

Form 6.

Service of
summons on
witness.

16. The summons shall be served by a police or other constable upon the person to whom it is directed, either by delivering it to him personally, or, if he cannot, with the exercise of reasonable diligence, be encountered, by leaving it with some person for him at his last or most usual place of abode.

Warrant for
witness after
summons.

17. If the person to whom the summons is directed does not attend before the court at the time and place mentioned therein, and no reasonable excuse is offered for his 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, being satisfied by proof upon oath that he is likely to give material evidence and that a reasonable sum was paid or tendered, or was ready to be paid or tendered, to him for his expenses in that behalf, may issue a warrant to apprehend him, and to bring him, at a time and place to be mentioned in the warrant, before the court in order to testify as aforesaid.

Form 7.

Issue of
warrant for
witness in first
instance.

18. If the magistrate is satisfied, 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 that person.

Form 8

Dealing with
witness
arrested under
warrant.

19. (1) Every witness arrested under a warrant issued in the first instance shall, if the hearing of the cause 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, and the magistrate may, on his furnishing security by recognisance, to the satisfaction of the magistrate, for his appearance at the hearing, order him to be released from custody, or shall, on his failing to furnish the security, order him to be detained for production at the 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.

Non-
attendance of
witness on
adjourned
hearing.

20. Every witness who is present when the hearing or the further hearing of a cause is adjourned, or who has been duly notified of the time and place to which the hearing or

further hearing is so adjourned, shall be bound to attend at that time and place, and, in default of so doing, may be dealt with in the same manner as if he had failed to attend before the court in obedience to a summons to attend and give evidence.

Refractory Witness

Dealing with witness refusing to be sworn or to give evidence.

21. (1) Where any person, attending either in obedience to a summons, or by virtue of a warrant, or being present in court and being verbally required by the court to give evidence in any cause –

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

without offering any sufficient excuse for his refusal or neglect, the court may, if it thinks fit, adjourn the hearing of the cause 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.

Form 9.

(2) If the person, on 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 cause, and commit him for the like period, and so again from time to time until he consents to do what is so required of him.

(3) Nothing herein contained shall affect the liability of the 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 matter in the meantime, according to any other sufficient evidence taken by it.

PART III HEARING AND ORDER

Hearing of Complaint

Time and place
of hearing.

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

(2) The room or place in which the court is held for the purposes of the hearing shall be deemed an open and public court, to which the public generally may have access, so far as it can conveniently contain them.

Conduct of
case.

23. Both the complainant and the defendant shall be entitled to conduct their respective cases in person or by counsel.

Non-
appearance of
complainant.

24. If, when the cause 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 by counsel, 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 thereof to some future day, upon such terms as the court thinks just.

Non-
appearance of
defendant.

25. (1) If, when the cause is called, the defendant does not appear, the court may, if it comes within the provisions of

section 13, proceed as therein directed.

(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 cause to some future day, in order that proper service may be effected or, as may be, until the defendant is apprehended.

(3) If the defendant is afterwards apprehended on a warrant as aforesaid, he shall be brought before the magistrate, who shall thereupon commit him by warrant to prison or to other safe custody he thinks fit, and order him to be brought at a certain time and place before the court; and of that time and place the complainant shall, by direction of the magistrate, be served with due notice.

Inquiry in cases of absence of defendant on ground of illness.
[4 of 1980]

25A. Without prejudice to any other provision of this Act, where a defendant absents himself or seeks to absent himself from trial on the ground of illness the court may order him to submit himself for examination by a registered medical practitioner designated by the court in order to determine whether or not he is fit to attend the trial and thereafter the court may proceed with the trial in the absence of the defendant if –

- (a) he does not submit himself for the examination; or
- (b) the court, having considered the report of the examination, together with any other report of any registered medical practitioner tendered by the defendant and, if necessary, the testimony on oath of any registered medical practitioner, is satisfied that the defendant is capable of attending the trial.

Non-
appearance of
both parties.

26. If, when the cause is called, neither the complainant nor the defendant appears, the court shall make such order as the justice of the case requires.

Appearance of
both parties.

27. If, when the cause is called, both the complainant and the defendant appear, the court shall proceed to hear and determine the complaint.

Hearing.

28. (1) At the commencement of the hearing, the court shall state to the defendant the substance of the complaint and ask him whether he is guilty or not guilty.

(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 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 any witnesses he examines, and any other evidence he adduces in support of his complaint, and also to hear the defendant and any witnesses he examines, and any other evidence he adduces in his defence, and also, if the court thinks fit, to hear any witnesses the complainant examines in reply, if the defendant has examined any witnesses or given any evidence.

(5) The magistrate shall, in every case, take notes in writing of the evidence, or of so much thereof as is material, in a book to be kept for that purpose, and the book shall be signed by the magistrate at the conclusion of each day's proceeding:

Provided that, if the magistrate is from any cause unable to take the notes, they may be taken by the clerk under his direction.

Hearing of complaints together. [21 of 1932 21 of 1978]

29. Any number of complaints for any number of offences may be heard together where the offences are founded on the same facts, or form or are a part of a series of offences of the same or a similar character:

Provided that if the court thinks it conducive to the ends of justice to do so, it may order that the defendant shall be tried upon any one or more of the complaints separately.

Addresses.

30. The complainant shall be entitled to address the court at the commencement of his case; the defendant shall be entitled to address the court at the commencement or the conclusion of his case, as he thinks fit; and if the defendant has examined any witnesses or given any evidence, the magistrate may allow the complainant to reply on the conclusion of the cause.

Adjournment of Hearing

Adjournment and proceeding thereon.

31. (1) At any time before or during the hearing of a complaint, the court may, in its discretion, adjourn the hearing 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 counsel, or in the absence of a defendant, if it be proved to the satisfaction of the court that the defendant is unable to appear by reason of illness or any other unavoidable cause.

(2) Upon the adjournment, the court may –

- (a) suffer the defendant to go at large; or
- (b) commit him to prison or to other safe custody as the court thinks fit; but the

Form 25. committal shall not be for a longer term than eight days, the day following that on which the committal is made being counted as the first day; or

From 33. (c) discharge him upon his entering into
Form 34. a recognisance, with or without a surety or sureties conditioned for his appearance at the time and place to which the hearing or further hearing is so adjourned.

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

Form 18.

Transfer of Cause

Transfer of cause where ground of complaint has risen out of jurisdiction of the court. **32.** (1) If, on the hearing of any complaint, it appears that the ground of complaint arose beyond the limits of the jurisdiction of the court before which the complaint has been made, the court may, on being satisfied that it has no jurisdiction, direct the matter to be transferred to the court having jurisdiction where the ground of complaint arose.

Form 51. (2) If the defendant is in custody and the magistrate directing the transfer thinks it expedient that the custody should be continued, or, if he is not in custody, that he should be placed in custody, the magistrate shall direct him to be taken by a police or other constable before the magistrate having jurisdiction where the cause of complaint arose, and shall give a warrant for that purpose to the constable, and shall deliver to the constable the complaint and recognisance, if any, taken by the magistrate under this Act,

to be delivered to the magistrate before whom the defendant is to be taken, and the complaint and recognisance, if any, shall be treated to all intents and purposes as if they had been taken by the last-mentioned magistrate.

(3) If the defendant is not continued or placed in custody as aforesaid, the magistrate shall inform the defendant that he has directed the transfer of the matter as aforesaid, and thereupon the provisions of the last preceding subsection, respecting the transmission and use of the documents in the matter, shall apply.

Reduction of charge from indictable to summary conviction offence.

33. Where, on the holding of any preliminary inquiry 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 conviction offence of a like kind to the offence charged, or an abetment of, or an attempt or incitement to commit, that summary conviction offence, the magistrate may, if he thinks fit, inform the accused person accordingly, and all further proceedings in the matter thereafter shall be the same as if a complaint had been made against the person for the latter offence or abetment, attempt, or incitement:

Provided that in that case all witnesses already examined shall be recalled for cross-examination or further cross-examination, if the defendant so desires.

Where charges appear to be one proper for indictment.

34. If, on the hearing of a complaint, it appears to the court that the cause ought to be tried as an indictable offence before the High Court, or if the Director of Public Prosecutions intimates to the court his opinion in writing to that effect, all further proceedings in the cause as for a summary conviction offence shall be stayed, and depositions shall be taken, and the cause shall in all other respects be dealt with as if the charge had been originally one for an indictable offence.

Making of Order

Time of
decision and
order.
[11 of 1937]

35. (1) The court shall at the conclusion of the hearing or within six weeks thereafter at a subsequent sitting give its decision in the cause, either by dismissing the complaint or by making such order against the defendant as the justice of the case requires.

Powers of
magistrate no
longer in
magisterial
district.
[11 of 1937]

(2) Where before the court gives decision, the magistrate ceases to exercise jurisdiction in the magisterial district or to hold office it shall be lawful for him, within six weeks of the conclusion of the hearing, to lodge with the clerk of the court his written decision. The court shall read the decision at the earliest opportunity after notice to the parties and the decision when read, shall be deemed to be the decision of the court.

Form 18.

Form 46.

(3) 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 the dismissal, make a formal order of dismissal and give to the defendant a certificate thereof; and the certificate, upon production, shall be without further proof a bar to any subsequent complaint for the same matter against the defendant.

(4) 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:

Provided that 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 to do so; and thereupon it shall be the duty of the magistrate, within two days from the date of his being so required, formally to draw up the order, and the defendant shall be entitled to have a copy thereof without any fee being charged

for the copy.

Imprisonment in default of payment of penalty.

Form 10.
Form 11.
Form 14.

36. Where by any written law the court is empowered to impose a penalty for a summary conviction offence, 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 the offence, in default of payment of the sum of money adjudged to be paid by the order, either forthwith, or at the times specified in the order, as the case may be, to be imprisoned in accordance with the scale set forth in section 38.

Power to impose a fine in lieu of imprisonment. [32 of 1947 2 of 1989 11 of 1997 13 of 1998] Form 27.

37. Where a person is convicted of any summary conviction offence for which the court, under any enactment for the time being in force, has authority to impose imprisonment and has not authority to impose a fine, the court, notwithstanding any such Act or other enactment, may, if it thinks that the justice of the case will be better met by a fine than by imprisonment, impose on the offender a fine not exceeding eighty thousand dollars, and not being of such amount as will, under this Act, subject the offender in default of payment of the fine to any greater term of imprisonment than that to which he is liable under the Act or other enactment authorising the imprisonment as aforesaid.

Scale of imprisonment for non-payment of money adjudged to be paid by order. [2 of 1989 11 of 1997 13 of 1998]

38. Subject in every case to the provisions of the written law 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 that period which, in the opinion of the court, will satisfy the justice of the case, and be according to the following scale:

where the sum of money adjudged to be paid adjudged by an order – the period shall not exceed -

does not exceed \$10,000twenty days;

exceeds \$10,000 but does not exceed \$15,000.....forty-two days;
 exceeds \$15,000 but does not exceed \$30,000twelve weeks;
 exceeds \$30,000 but does not exceed \$50,000six months;
 exceeds \$50,000 but does not exceed \$70,000ten months;
 exceeds \$70,000eighteen months.

Attempt. Full offence charged – attempt proved.

39. (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 the attempt, and punished accordingly; but after a conviction for the attempt, the defendant shall not be liable to be prosecuted again for the offence which he was charged with committing.

Attempt charged – full offence proved.

(2) Where an attempt to commit an offence is charged, but the evidence establishes the commission of the full offence, the defendant may be convicted of the attempt and punished accordingly and shall not be entitled to have the complaint dismissed; but after a 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.

Full offence charged – part proved.

40. 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 offence charged is not proved, or he may be convicted of an attempt to commit any offence so included.

Embezzlement charged – larceny proved and vice versa.

41. (1) Where embezzlement, or the fraudulent application or disposition 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.

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

(3) No person so convicted of embezzlement, fraudulent application or disposition, or larceny as aforesaid, shall be liable to be afterwards prosecuted for larceny, fraudulent application or disposition, or embezzlement, upon the same facts.

(4) Where unlawful possession under section 94 of the Summary Jurisdiction (Offences) Act is charged and the evidence establishes the commission of the offence of larceny of any kind or of receiving stolen property, the defendant shall not be entitled to have the complaint dismissed, but may be convicted of the larceny or of receiving stolen property and shall be punished accordingly.

Larceny or receiving charged and offence under s. 94 of Cap. 8:02 proved. [21 of 1932] c. 8:02

(5) Where larceny of any kind is charged and the evidence establishes the receiving of any property knowing the same to have been stolen or the commission of an offence against section 94 of the Summary Jurisdiction (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.

(6) 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

c. 8:02 offence against section 94 of the Summary Jurisdiction (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.

(7) Where a person is charged with an offence as mentioned in subsections (4), (5) and (6), and the magistrate is of opinion that the evidence establishes one of the other offences referred to in the particular subsection, a charge for that other offence need not be made, but the magistrate shall endorse on the complaint the charge so established and shall adjourn the proceedings for another sitting of the court, unless the person charged or his counsel prefers that the proceedings be there and then continued. The evidence which has already been taken shall be evidence in the new charge so far as relevant thereto, but the person charged may require any witness who has already given evidence to be recalled for cross-examination, and may call evidence on his own behalf.

Discharging
defendant
without
punishment.

42. If, on the hearing of any complaint, it appears to the court that, although the complaint is proved, the offence was, in the particular circumstances of the case, of so trifling a nature that it is inexpedient to inflict any punishment, or any other than a nominal punishment –

Form 19.

- (a) the court may, without proceeding to a conviction, dismiss the complaint and, if it thinks fit, order the defendant to pay such damages, not exceeding ten dollars, and such costs of the proceedings, or either of them, as the court thinks reasonable, and the damages shall be payable to the person directed by the court; or
- (b) the court may, upon convicting the defendant, discharge him

Form 13.

conditionally on his giving security, with or without a surety or sureties, to appear for sentence when called upon or to be of good behaviour, and either without payment of damages and costs, or subject to the payment of damages and costs, or either of them, the court thinks reasonable.

Costs and Compensation

Order for costs
and
compensation.
[4 of 1972
6 of 1997]

43. (1) In every case where the complaint is dismissed, the court may order that the complainant shall pay to the defendant the costs the court deems 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 three thousand two hundred and fifty dollars, as compensation for any trouble and expense to which the defendant has been put by reason of that complaint, in addition to his costs.

(2) Wherever an order is made against the defendant, the court may order that the defendant shall pay to the complainant such costs, and shall also, subject to the provisions of any Act in that behalf, pay to the complainant or any other person such compensation, as the court deems just and reasonable:

Provided that this section shall not affect the procedure of the court under any written law making express provision with respect to that compensation.

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

(4) An order for payment of costs shall not include any fees to counsel.

Form 32.

(5) 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 payment thereof may be enforced in the same manner as payment of a penalty.

PART IV ENFORCEMENT OF ORDER

Powers of the court as to mode of payment of money adjudged to be paid by order.

44. (1) The court by whose order any sum of money is adjudged to be paid may, if it thinks fit, do all or any of the following things –

- (a) allow time for payment of the sum; or
- (b) direct payment of the sum to be made by instalments; or
- (c) direct that the person liable to pay the 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 thereof or of any instalment thereof.

(2) 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.

Allowance of further time.
[11 of 1937]

45. Where time has been allowed for the payment of a sum adjudged to be paid by a conviction or order of a court of summary jurisdiction, further time may, subject to any provisions of this Act, on an application by or on behalf of the offender, be allowed by the court, or such court may, subject as aforesaid, direct payment by instalments of the sum so adjudged to be paid.

Deposit of
money in lieu
of surety.

46. The Court may accept a deposit of money from or on account of any person in lieu of a surety or sureties, and, on any breach of the condition of his recognisance, the deposit shall be forfeited and shall be dealt with in the manner hereinafter mentioned.

Warrant of Distress

Distress
warrant.
[4 of 1972]
Form 12.
Form 15.
Form 20.
Form 21.

47. (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 provisions hereafter in this section contained, and may, in the discretion of the court in other cases, be levied upon the movable property of the defendant by distress and sale thereof.

(2) In that 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 sum, and the warrant shall be in writing and shall be signed by the magistrate of the court.

(3) If it appears to the court, when application is made to it to issue the warrant, that the defendant has no movable property whereon to levy the distress, or that in the event of a warrant of distress being issued his 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 the warrant of distress, order the defendant, on non-payment of the sum, to be imprisoned for any term not exceeding the term hereinbefore prescribed in respect of a like sum in the scale of imprisonment in default of payment of sums of money adjudged to be paid by orders.

(4) The wearing apparel and bedding of a person and his family, and to the value of one 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.
Form 29.

48. 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 that return.

Imprisonment
in default of
distress.
Form 47.
Form 30.

49. Where a warrant of distress is issued against the defendant, and a return is made by the police or other constable charged with the execution of the warrant to the effect that no sufficient 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 herein before prescribed in respect of a like sum in the scale of imprisonment in default of payment of sums of money adjudged to be paid by orders.

General
provisions with
respect to
distress
warrants.
[6 of 1997
13 of 1998]

50. The following provisions shall have effect with respect to the execution of warrants of distress issued by the court, namely –

- (a) a warrant of distress shall be executed by or under the direction of a police or other 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 may, by writing under his hand endorsed on the warrant, authorise

him to use the force 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 aforesaid the sale may be made in accordance with the consent;
- (d) subject as aforesaid, 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 any 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 shall, on conviction thereof, be liable to a penalty exceeding five thousand dollars but not exceeding ten thousand dollars:

Provided that nothing herein contained shall affect his

liability 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; 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 the account without fee or reward at any time during office hours, and take a copy thereof; and
- (g) a constable charged with the execution of any warrant of distress shall sell the distress or cause it to be sold, and may deduct out of the amount realized by the sale all costs and charges actually incurred in effecting the sale, and shall pay to the magistrate, or to some person specified by him, the remainder of that amount, in order that it 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 any overplus may be rendered to the person upon whose movable property the distress was levied.

Payment of amount of distress warrant.

51. Where anyone against whom a warrant of distress is issued pays or tenders to the police or other constable having the execution of the warrant the sum or sums therein

mentioned or produces to him the receipt for them of the clerk, and also pays the amount of the costs and charges of the distress up to the time of that payment or tender, the constable shall cease to execute the warrant.

Commitment of Defendant

Committal of defendant in certain cases.

52. Wherever an order is made against any person for the payment of a sum of money, and he is liable to be imprisoned for a certain term unless that sum is sooner paid, if he does not pay it either forthwith or at the time specified in the order for its payment, as the case may be, the court may issue a warrant of commitment, under the hand of the magistrate, requiring the police or other constable to whom the warrant is directed to take and convey the person to prison and there deliver him to the keeper, and requiring the keeper to receive him into prison and there to imprison him for the time 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 are sooner paid.

Form 26.

Payment of amount due on warrant of commitment. [29 of 1961]

53. If any person against whom an order is made for the payment of a sum of money and in respect of whom a warrant of commitment is issued under section 52, pays or tenders to the police or other constable charged with the execution of the warrant the sum of money adjudged to be paid by the order, together with all other costs, charges and expenses, or produces to the police or other constable a receipt of the clerk for them, the police or other constable shall cease to execute the warrant, and the amounts aforesaid shall be paid to the clerk.

Obligation to allow time for payment of penalties. [11 of 1937]

54. (1) A warrant committing a person to prison in respect of non-payment of a sum adjudged to be paid by an order of the court shall not be issued forthwith unless the court which passed the sentence or made the order is satisfied that he is possessed of sufficient means to enable him to pay

the sum forthwith, or unless upon being asked by the court whether he desires that time should be allowed for payment, he does not express any such desire, or fails to satisfy the court that he has a fixed abode within its jurisdiction, or unless the court for any other special reason expressly directs that no time shall be allowed.

In this subsection the expression "special reason" may include the gravity of the offence, the character of the defendant or any other special circumstance.

(2) Where any such person desires to be allowed time for payment, the court in deciding what time shall be allowed shall consider any representation made by him, but the time allowed shall not be less than seven clear days:

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

(3) Where a person so allowed time for payment as aforesaid 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 provisions of 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 committing the offender to prison in respect of non-payment of the sum a court shall consider any report as to the conduct and means of the offender, which may be made by the person under whose supervision the offender has been placed.

(4) In all cases where time is not allowed for payment the reasons of the court for the immediate committal

shall be stated in the warrant of commitment.

(5) Nothing in this section shall apply to orders made by a court under sections 34 to 55 of the Summary Jurisdiction (Magistrates) Act or the Maintenance Act.

c. 3:05
c. 45:03
c. 46:03

Postponing
issue of
warrant of
commitment.

55. 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 deems it expedient to do so, postpone the issue of the warrant until the time and on the conditions (if any) the court deems just.

Commence-
ment of
imprisonment.

56. Where any person is brought by a police or other 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 thereof and the imprisonment shall be computed from that day and inclusive thereof.

Varying or
discharging of
order for
sureties.

57. 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 that person or by someone acting on his behalf, inquire into the person's 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 should be bound, or dispense with the surety or sureties, or otherwise deal with the matter as the court thinks just.

Proportionate
reduction of
term of
imprisonment
on part
payment of
sum adjudged
to be paid.

58 (1) Where a term of imprisonment is imposed by a court in respect of the non-payment of any sum of money adjudged to be paid by an order of a court, that term shall, on payment of a part of such sum to the clerk, 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

[11 of 1937] paid bears to the sum adjudged to be paid:

Provided that in reckoning the number of days by which any term of imprisonment would be reduced under this section the first day of imprisonment shall not be taken into account, and that in reckoning the sum which will secure the reduction of a term of imprisonment fractions of a cent shall be omitted.

Right of person imprisoned in default to be released on payment of sum adjudged to be paid.

(2) 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, he may pay or cause to be paid to the keeper of the prison 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 those moneys and thereupon discharge him, unless he is in custody for some other matter.

(3) 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, then on payment to the keeper of the prison of any sum in part satisfaction of the sum so adjudged to be paid, the term of imprisonment shall be reduced by a number of days bearing as nearly as possible the same proportion to the total number of days for which the prisoner is sentenced as the sum so paid bears to the sum for which he is so liable.

(4) Wherever under the preceding subsection a sum has been received in part satisfaction of a sum due from a prisoner in consequence of the conviction of the court, that sum shall be applied, firstly, towards the payment in full or in part of any costs or damages or compensation ordered by the conviction of the court to be paid to the prosecutor, and, secondly, towards the payment of the fine, if any, imposed on the prisoner.

(5) The keeper of any prison who receives any sum

under this section in payment in full or in part of any costs or damages or compensation ordered by the conviction of the court to be paid to the prosecutor shall forthwith transmit the sum to the clerk of the court in which the conviction took place, who shall pay it to the person entitled thereto.

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

59. 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 State, 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:

Provided that nothing in this section shall affect the liability of any person in respect of a continuing or recurring offence.

Summary Order

Summary order to do specific act.

60. (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 the requisition, the court may exercise that power by an order, and may annex to the order any conditions as to time or mode of action or otherwise which the court thinks just, and may suspend or rescind the order on any undertaking being given, or any condition being performed, which the court thinks just, and generally may make such arrangements for carrying the power into effect as to the court seems fit.

Form 16.
Form 28.

Form 14.
Form 31.

(2) Every person who makes default in complying with an order of the court in relation to matter arising under a written law, other than the payment of money, shall be

punished in the manner prescribed by that written law, or, if no punishment is so prescribed, may, in the discretion of the court, be ordered to pay a sum not exceeding three hundred and twenty-five dollars for every day during which he is in default or to be imprisoned, until he has remedied his default:

Provided that 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 twenty-six thousand dollars or to imprisonment for any periods amounting in the aggregate to more than two months.

(3) In making any order aforesaid, the court may order that, in default of compliance with the order, the defendant shall pay to the complainant the sum the court awards as a fair compensation to him for the default, and may direct that, in default of the payment of that sum, the defendant shall be imprisoned for any term not exceeding the term hereinbefore prescribed in respect of a like sum in the scale of imprisonment in default of payment of sums of money adjudged to be paid by orders.

PART V

SUMMARY TRIAL OF INDICTABLE OFFENCES

Summary trial
of indictable
offences.
[21 of 1932
34 of 1948
4 of 1972
21 of 1978
4 of 1980
2 of 1989
11 of 1997
13 of 1998]
Form 42

61. (1) Where a person who is an adult is charged before the court with any offence specified in the First Schedule, the court, if it thinks it expedient to do so, having regard to any representations made by or on behalf of the prosecutor or the accused in the presence of each other, the nature of the offence, and all the other circumstances of the case (including the adequacy of the punishment which the court has power to inflict) may, subject to this section, deal summarily with the offence, and, if the accused pleads guilty to, or is found guilty of, the offence charged, the court may sentence him to any punishment or punishments to which the

High Court could have sentenced him if he were convicted of such offence in the High Court:

Provided that the court shall not sentence the accused to a term of imprisonment exceeding three years or to pay a fine exceeding one hundred thousand dollars.

(2) If the court at any time during the hearing of a charge for such an indictable offence as aforesaid against a person who is an adult becomes satisfied after hearing any representations from the prosecutor and the accused that it is expedient to deal with the case summarily, the court shall thereupon, for the purpose of proceedings under this section, cause the charge to be reduced into writing (if this has not been already done) and read to the accused, and shall forthwith ask him the following question, "Do you plead guilty or not guilty?",

(3) Subsection (1) or(2), as the case may be, shall have effect in respect of any proceedings for an indictable offence as aforesaid whether or not those proceedings have been instituted and that offence committed before or on or after the date of the coming into operation of this section:

Provided that where an indictable offence which was triable summarily before the date of the coming into operation of this section was committed before that date the punishment which the court may impose on the accused shall not exceed a fine of one hundred and ten thousand dollars and imprisonment for more than two years.

(4) Where an order of committal for trial to the High Court has been made prior to the coming into operation of this section in respect of any indictable offence as aforesaid but no indictment has been filed prior thereto by the Director of Public Prosecutions in the registry of the Supreme Court, the Director of Public Prosecutions or the accused may, prior to the filing in the said registry of any indictment pursuant to such committal, apply by motion to the High Court for an

order directing the court by which the order of committal was made to deal with the matter summarily under subsection (1). If the High Court grants the application, it shall remit the matter to the said court with directions to hear it summarily.

c. 10:01 (5) Where a matter is remitted under subsection (4) the provisions of section 79 of the Criminal Law (Procedure) Act shall apply *mutatis mutandis*.

(6) Where the court commences to deal summarily with any indictable offence as aforesaid and the accused pleads not guilty, the court shall order the prosecution to file with the clerk of the court at least seven days before the time when the hearing is to commence copies of every statement by every witness whom the prosecution intend to call at the hearing of the charge; but the court may adjourn the hearing to such time as it thinks fit to allow further time for such copies to be filed or, if filed before such adjournment, in order that the hearing should not commence earlier than seven days after the filing of such copies.

(7) The accused, whether admitted to bail or not, shall be entitled, at his request, to be furnished by the clerk with one copy of each statement of which copies have been filed in pursuance of subsection (6) and the remaining copy thereof shall be retained by the clerk for the use of the court.

(8) Subject to subsection (9), no witness shall be called by the prosecution to give evidence during the hearing of any charge before the court for an indictable offence as aforesaid unless copies of every statement previously made by him to or for the prosecution in the course of any investigation of the offence charged have been filed with the clerk of the court under subsection (6).

(9) Nothing in this section shall be construed as requiring the prosecution to call any witness copies of whose statements have been filed, or as precluding the prosecution

from calling any witness copies of whose statements have not been filed, under subsection (6):

Provided that no witness, copies of whose statements have not been so filed, shall be called unless copies of his statements are first filed with the clerk of the court and given to the accused before the witness is so called.

(10) Where a copy of any statement has been given to an accused under the proviso to subsection (9) the court may adjourn the hearing to such time as it thinks fit.

(11) Subsections (6) to (10) (inclusive) shall not apply to any proceedings –

- (a) where the offence was one which was triable summarily before the date of the coming into operation of this section and was committed before that date; or
- (b) where an order of committal for trial to the High Court was made in respect of the offence prior to that date.

(12) Notwithstanding anything to the contrary in section 37, where the court sentences a person convicted summarily of an indictable offence to pay a fine, it shall, by its sentence, direct that if the person fails to pay the fine at the time appointed for the payment thereof he shall be imprisoned for such period, not exceeding six years or one half of the maximum term of imprisonment to which he might be sentenced by the court for that offence, whichever is the lesser, as the court thinks fit, unless the fine is sooner paid. Any imprisonment to which a person is sentenced and becomes subject under this section, shall, if the relevant fine is imposed in addition to a term of imprisonment for the

offence, commence at the expiration of such term of imprisonment:

Provided that in the event of non-payment of a fine imposed in respect of any indictable offence which was triable summarily and was committed before the coming into operation of this section the law applicable thereto shall be that which would have applied had the foregoing provisions of this subsection not been enacted.

Summary trial
for offences by
debtors.
[13 of 1998]
c. 6:04
c. 12:21
c. 8:01

62. Any offence under, or which may be dealt with as if it were an offence under, the Debtors Act, the Insolvency Act, or the Criminal Law (Offences) Act, alleged to have been committed by a person who has been adjudged insolvent, or in respect of whose estate a receiving order has been made, may be prosecuted summarily, and, if so prosecuted, references to the jury in the enactments creating those offences shall be construed as references to a court of summary jurisdiction:

Provided that –

- (a) the maximum term of imprisonment which may be awarded by a court of summary jurisdiction for the offence shall be twelve months; and
- (b) summary proceedings in respect of the offence shall not be instituted after the expiration of three years from the commission of the offence, or of one year from the first discovery thereof either by the Official Receiver or by the assignee in insolvency.

Remand of
person
charged.

63. (1) Where a person is charged before the court with an indictable offence with which the court has or may have in the circumstances mentioned in this Act, power to

deal summarily, the court, without prejudice to any other power which it possesses, may, for the purpose of ascertaining whether it is expedient to deal with the case summarily, either before or during the hearing of the cause, adjourn the cause and remand the person charged.

(2) 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.

General provisions as to dealing summarily with indictable offences.
[21 of 1978]

64. Where an indictable offence is, in the circumstances mentioned in this Act, authorised to be dealt with summarily –

- (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 the offence summarily, the procedure shall be the same, from and after that period, as if the offence were a summary conviction offence and not an indictable offence, and this Act shall apply accordingly:

Provided that 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 the witness shall, if the defendant so requires, be recalled for the purpose

of cross-examination;

- Form 43.
- (c) the conviction for the offence shall be of the same effect as a conviction on a trial on indictment therefor;
- (d) where the court has assumed the power to deal with the offence summarily, 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 the dismissal shall be of the same effect as an acquittal on a trial on indictment for the offence; and
- c. 8:01
c. 10:01
- (e) the provisions of sections 13 and 14 of the Criminal Law (Offences) Act and of section 218 of the Criminal Law (Procedure) Act shall, as they apply to a person convicted before the High Court of an indictable offence, apply *mutatis mutandis* to a person convicted for such an offence dealt with summarily and for that purpose any law imposing a limitation as to the amount that may be awarded by a magistrate in the exercise of his civil jurisdiction or regulating an appeal from such an award shall be construed and have effect as if there were no such limitation:

Provided that where the indictable offence was committed before the date of the coming into operation of this paragraph the amount which the court may award under this

paragraph shall not exceed that which could have been awarded at the date of the commission of the offence.

PART VI
MISCELLANEOUS PROVISIONS

Ownership of Property

Statement of ownership of property.

65. (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 those persons, and to state the property to belong to the person so named and another or others as the case may be.

(2) Where, in the 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 aforesaid.

(3) This section shall be construed to extend to all joint stock companies and associations, societies, and trustees.

Statement of ownership of church

66. Where, in any document in any proceeding under this Act, it is necessary to state the ownership of any church, chapel, or building set apart for religious worship, or of anything belonging thereto or being therein, it shall be sufficient to state that the church, chapel, building, or thing, is the property of the clergyman, or of the officiating minister, or of the churchwarden or churchwardens of the church, chapel, or building, without its being necessary to name him or them

Statement of ownership of public property.

67. 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

[24 of 1969]
c. 28:01

part, at the expense of the inhabitants of Guyana or of any city, town, local government district established under the Municipal and District Councils Act, or village of Guyana, or of anything belonging to or being in or used in relation thereto, 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 the work or building, or any public road or highway, or of any other property whatsoever, whether movable or immovable, of the inhabitants aforesaid, it shall be sufficient to state that the property is the property of the inhabitants of Guyana, or of the city, town, local government district established under the Municipal and District Councils Act, or village, as the case may be, without naming any of them.

Remedies by
criminal
proceedings for
married
woman against
her husband
and others in
respect of
property.

68. (1) Every married woman, whether married before or after the commencement of this Act, shall have in her own name against all persons whatsoever, including her husband (subject as regards her husband to the proviso hereafter in this section contained) the same remedies and redress by way of criminal proceedings for the protection and security of her own separate property as if that property belonged to her as an unmarried woman.

(2) In any complaint or other proceeding under this section, it shall be sufficient to allege the property to which the complaint or other proceeding relates to be the property of the married woman:

Provided that no proceeding shall be taken by any wife against her husband by virtue of this section, while they are living together, as to or concerning any property claimed by her, nor, while they are living apart, as to or concerning any act done by the husband, while they were living together, concerning property claimed by the wife, unless that property has been wrongfully taken by the husband when leaving or deserting, or about to leave or desert, his wife.

Criminal liability of wife to husband.

69. A wife who does any act with respect to any property of her husband, which, if done by the husband with respect to property of the wife, would make the husband liable to criminal proceedings by the wife under the preceding section, shall in like manner be liable to criminal proceedings by her husband.

Arrest

Arrest of offender in certain cases.

70. Anyone who is found committing any offence against the person, or against property, which is punishable on summary conviction may be taken into custody, without warrant, by any police or other constable, or may be apprehended by the owner of the property on or with respect to which the 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 some police or other constable, to be dealt with according to law.

Bail where offender taken into custody without warrant.

71. A person taken into custody without warrant for a summary conviction offence shall be brought before a magistrate as soon as practicable after he is so taken into custody, and in the meantime any officer of police or non-commissioned officer of police may inquire into the matter, and, except where the offence appears to that officer or non-commissioned officer to be of a serious nature, shall discharge the prisoner, upon his entering into a recognisance, with or without a surety or sureties, for a reasonable amount to appear before the court at the time and place specified in the recognisance.

Form and requisites of warrant of apprehension.

72. (1) Every warrant for the apprehension of any person issued under this Act, or unless the contrary is expressly provided, under any other written law relating to summary conviction offences, shall be dated on the day on which it is issued, and shall be signed by the magistrate by whom it is issued.

(2) The warrant –

- (a) shall not be signed in blank;
- (b) shall not be issued without an information or other statement in writing and upon oath;
- (c) may be directed either to any police or other constable by name, or to that police or other constable and all other police and other constables, or generally to all police and other constables;
- (d) may be executed by any police or other constable named therein, or by any one of the police or other constables to whom it is directed;
- (e) shall state concisely the offence or matter for which it is issued, shall name or otherwise describe the person to be arrested, and shall order the police or other constable or constables to whom it is directed to apprehend that 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.

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

(4) A magistrate who issues the warrant shall

endorse thereon whether or not the person to be apprehended shall be admitted to bail and, if he is to be admitted to bail, whether with or without a surety or sureties and the amount of the recognisance into which he is to enter; and when the person has been arrested under the warrant, that recognisance, conditioned for his appearance before the court at the time and place specified therein, may be entered into before any officer or non-commissioned officer of police, who shall thereupon discharge the prisoner.

Execution of
warrant.

73. (1) The warrant of apprehension may be issued and executed on a Sunday.

(2) The police or other constable executing the warrant must, 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 that information on the ground that it is likely to occasion escape, resistance, or rescue.

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

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

(5) Any police or other constable authorised to execute the 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:

Provided that in that case he must be in possession of the warrant, and before so doing he must, as far as practicable,

notify his possession thereof.

Handcuffing of person arrested.

74. 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.

Police station to be lock-up.

75. Every police station shall be deemed to be a lock-up house where persons charged with summary conviction offences may be received and detained according to law.

Seizure and Restitution of Property

Seizure and attachment of property the proceeds of a summary conviction offence.
[21 of 1978]
c. 10:01

76. The provisions of section 203 of the Criminal Law (Procedure) Act, as they apply in relation to the seizure and attachment of property being the proceeds of an indictable offence, shall apply *mutatis mutandis* in relation to seizure and attachment of property being the proceeds of a summary conviction offence.

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

77. 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 conviction offence, and may direct them to be held and dealt with in the same manner as property seized under the last preceding section.

Enforcement of order of seizure.

78. Any order made under either of the last two preceding sections may be enforced by a search warrant under this Act.

Return of property found on person apprehended. Application of money found on person

79. If, upon the apprehension of any person charged with a summary conviction offence, any property is taken from him, a report shall be made by the police to the court of that fact and of the particulars of the property, and the court shall, if it is of opinion that the property or any portion

apprehended. thereof can be returned consistently with the interests of justice and with the safe custody of the person charged, order the property or any portion thereof to be returned to the person charged or to any other person he directs.

Application of money found on person apprehended. **80.** If, upon the apprehension of any person charged with a summary conviction offence, any money is taken from him, the court may, in its discretion, in case of his conviction, order the money, or any part thereof, to be applied to the payment of any costs, or costs and compensation, directed to be paid by him.

Restitution of property in case of conviction. **81.** (1) Subject as hereinafter provided, where any person is convicted of a summary conviction 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 thereto.

Form 49.

(2) (a) Where any person is convicted before the court of having stolen or dishonestly obtained any property, and it appears to the court that the property has been pawned to a pawnbroker or other person, the court may order the delivery thereof to the person who appears to the court to be the owner, either on payment or without payment to the pawnbroker or other person of the amount of the loan or any part thereof, as to the court, in all the circumstances of the case, seems just.

(b) If the person in whose favour the order is made pays the money to the pawnbroker or other person under the order and obtains the property, he

shall not afterwards question the validity of the pawn; but save to that extent no order made under this section shall have any further effect than to change the possession, nor shall it prejudice any right of property or right of action in respect to property existing or acquired in the goods either before or after the offence was committed.

(3) Nothing in this section shall prevent the court from ordering the return to any person charged with a summary conviction 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 of any portion thereof, if the court is of opinion that that property or any portion thereof can be returned consistently with the interests of justice and with the safe custody or otherwise of the person so charged.

Keeping the Peace

Articles of the
peace.

Form 17.
Form 36.
[13 of 1998]

82. (1) Whenever a complaint is made by any person against another to the effect that there is reason to fear that the defendant will do the complainant some bodily injury, the court may, if the complaint is established, order the defendant to enter into a recognisance, with or without a surety or sureties, to keep the peace and be of good behaviour towards the complainant.

(2) This Act shall apply to the hearing of that 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 of the court, to be imprisoned for any term not exceeding twelve months.

Binding over parties to be of good behaviour.
[13 of 1998]

83. The court shall have power, in any complaint made for a summary conviction offence, whether the complaint is dismissed or the defendant is convicted, to bind both the complainant and the defendant, or either of them, to be of good behaviour, and may order the complainant or the defendant, in default of compliance with the order, to be imprisoned for any term not exceeding six months.

Enforcement of recognisance to keep the peace or to be of good behaviour.
[21 of 1932]

84. (1) 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 magistrate 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 magistrate may thereupon, if in his discretion he thinks fit, issue a summons against the said person.

(2) 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.

Bringing up person imprisoned for want of sureties.
[21 of 1932]

85. Every person imprisoned under either of the last three preceding sections shall be brought before the High Court whenever the prison in which he is confined is delivered.

Sanction of
compromise.

86. The court may, in any case of breach of the peace, sanction any compromise between the parties to the complaint which it deems just and right.

Commitment of Vagrants and Rogues to Alms-house

Power to make
order for
detention of
vagrants in
alms-house.

87. Where any person is brought before the court charged with having committed an offence against the provisions of any Act relating to vagrants, or to rogues and vagabonds, or to incorrigible rogues, and it appears to the court that the person so charged is unable from physical infirmity to maintain himself, and that he has no visible means of subsistence, the court, instead of proceeding to hear and determine that charge, may order that the person so charged shall be forthwith conveyed to an alms-house and there detained until he is discharged therefrom as hereinafter provided.

Form 44.

Time of
detention.

88. Every person ordered to be so detained shall be taken to an alms-house, and there detained until he is discharged by the written order of a magistrate.

Power to order
discharge of
person
detained.

89. Every magistrate is hereby authorised to make an order in writing directing the immediate discharge from an alms-house of any person who has been so ordered to be detained therein, if it appears to the magistrate that he has become capable of earning his livelihood, and he shall be discharged accordingly.

Discharge of
person
detained on
security being
given.
[6 of 1997]

90. If any person enters into a bond in the sum of one thousand six hundred and twenty-five dollars, before a magistrate, that due provision shall be made for the future maintenance of any person who has been so ordered to be detained in an alms-house, the magistrate, if satisfied that the person so entering into the bond has sufficient property to enable him to maintain the person so ordered to be detained, or to pay the said sum of one thousand six hundred twenty-five dollars if the condition of the bond is not performed, shall

Form 45. make an order in writing that the person so ordered to be detained and mentioned in the bond shall be at once discharged, and he shall be discharged accordingly.

Transfer to hospital of person detained in case of illness.

91. If anyone so ordered to be detained in an alms-house becomes so ill that, in the opinion of the medical officer of the alms-house, he cannot be properly treated therein, the officers of the alms-house, with the sanction of the Chief Medical Officer, may cause the person to be conveyed to the nearest public hospital for medical treatment therein; and the person on his discharge from the hospital shall be taken back to an alms-house and there detained as hereinbefore mentioned.

Arrest of person detained in case of escape.

92. Everyone, so ordered to be detained in an alms-house, who leaves it, or any public hospital to which he has been removed before he has been discharged as hereinbefore mentioned, may be arrested, without warrant, by any police or other constable and conveyed back to an alms-house, and there detained as hereinbefore mentioned.

Saving of Validity of Process

Provisions as to certain proceedings in the court.

93. The following provisions with respect to certain proceedings in the court shall have effect:

- (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 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 allegation;
- (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 allegation; 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 thereof; but this enactment 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, so, however, that, if amends are tendered before action brought, and, if the action is brought, are paid into court in the action, and the plaintiff does not recover more than the sum so tendered and paid into court, the plaintiff shall not be entitled to any costs incurred after the tender, and the defendant shall be entitled to costs, to be taxed as between counsel and client; and

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

No objection to jurisdiction unless taken at hearing.

94. 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 that objection was taken on the hearing of the complaint or at the time of the making of the order.

Effect of variation or defect in proceedings.

95. (1) In any cause 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 the complaint was in fact made within the time limited by law for making it; and no variance between the 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:

Provided that if 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 thinks fit, the further hearing of the cause.

Proof of Process

Proof of service of process by bailiff or constable. [51 of 1932]

Form 52.

96. (1) Where it becomes necessary to prove the service of any summons, notice, order or other process whatsoever issued under this Act which has been served by a bailiff or constable a return of service in Form 52 in the Schedule, purporting to be signed by the bailiff or constable, shall be received in all courts as *prima facie* evidence of the facts stated in the return without proof of the signature or official character of the bailiff or constable.

Proof of service of process. Second Schedule.

(2) In every proceeding in the court in which it is necessary to prove the service of any summons, notice, order, or other process whatsoever of the court upon any person, it

Form 53. shall be deemed to be sufficient proof of the service if the person by whom the process has been served is duly sworn to an affidavit of the service. The affidavit may be sworn by and before any magistrate, justice of the peace, or, if authorised for that purpose by the Chancellor, the clerk.

(3) The affidavit shall be received in evidence in any proceeding in any 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 the affidavit was not made in accordance with the tenor of the affidavit shall be on the party objecting.

(4) Affidavits of service shall be numbered by the clerk consecutively in the order in which they are received and 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 its number and the court in which it is filed.

Proof of
previous
conviction.
[21 of 1932]

97. Where on the hearing of any complaint, it is proposed to prove against the defendant the fact of a previous conviction –

- (a) a copy of the order of any magistrate's court in respect of the former offence purporting to be certified by the clerk of that court, or
- (b) production of a copy of a warrant of commitment reciting the conviction purporting to be certified under the hand of the keeper of the prison, or production of a register kept under section 5 of the Prevention of Crimes Act, containing an entry of the conviction, shall, upon proof of

c. 9:01

identity of the person, be sufficient evidence of the conviction.

Enforcement of Recognisance

Mode of enforcement.

98. (1) Where a recognisance is conditioned for the appearance of any person before the court or for his doing some other act or thing to be done in, to, or before the court or in a proceeding in the court, the court may, if the recognisance appears to be forfeited, declare it to be forfeited, and order the sum due thereunder to be levied upon the movable property of the person liable thereunder, in the same manner as if the sum were a penalty adjudged by the court to be paid, and were ascertained by an order:

Form 35.
Form 37.
Form 22.

Provided that (a) the court may at any time cancel or mitigate the forfeiture upon the person liable under the recognisance applying and giving security, to the satisfaction of the court, for the future performance of the condition of the recognisance, and paying, or giving security for the payment of, the costs incurred in respect of the forfeiture, or upon any other conditions the court thinks just; and (b) if it appears to the court that a warrant of distress should not, under the provisions hereinbefore contained, be issued against the person liable under the recognisance, but that he has immovable property, the court may, if it thinks fit, postpone the issue of a warrant of commitment against him, and transmit the recognisance to the Director of Public Prosecutions in order that it may be put in suit against him.

Form 40.
Form 41.

(2) Where a recognisance to keep the peace and to be of good behaviour, or not to do or commit some act or thing, has been entered into by any person as principal or as a surety before the court, the court may, on proof of the conviction of the person bound as principal by the recognisance of any offence which is by law a breach of the condition thereof, by order adjudge the recognisance to be forfeited and adjudge the persons bound thereby, whether as

Form 38.
Form 39.
Form 23.

principal or as sureties, or any of them, to pay the sums for which they are respectively bound; and the recognisance shall be dealt with in the manner hereinbefore mentioned.

(3) 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 and shall be paid over and accounted for in the same manner as penalties imposed by the court.

Appropriation of penalties and seizures.

Appropriation
of penalties and
seizures.
[9 of 1933]

99. Subject to any power or authority vested in the President to remit any fines, penalties, or forfeitures or to restore any seizures, the amount of every fine and penalty which shall be recovered in a court of summary jurisdiction and the proceeds of every forfeiture and seizure made or incurred subject to the process of the court shall be paid to the Accountant General.

Dealing with
forfeiture not
pecuniary.

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

Remission by
President of
penalties.
[4 of 1972]

101. (1) The President may remit, in whole or in part, any sum of money imposed as a penalty and as costs, charges, and expenses in connection with the penalty, on any person convicted of a summary conviction offence, although the money may be, in whole or in part, due and payable, or has already been paid, to the State for the public use or to some party other than the State, and may exercise his power of pardon in favour of any person who may be imprisoned for non-payment of any sum of money so imposed, although the

money may be, in whole or in part, payable to the State for the public use, or to some party other than the State.

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

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

Effect of acquiescence in remission.

102. Every person who accepts or acquiesces in any remission or restoration aforesaid shall be thereby debarred from having, maintaining, or continuing, any action or suit in respect of any matter to which the remission or restoration relates, and no further proceedings shall be taken against him in relation to that matter.

Payment of sum adjudged to be paid by person imprisoned in default of payment.

103. Where any person, who is committed to prison on any order for non-payment of any sum of money adjudged to be paid by the order, desires to pay the money and costs before the expiration of the time for which he has been so ordered to be imprisoned by the warrant for his commitment, he shall do so to the keeper of the prison in which he is so imprisoned, and the keeper shall forthwith transmit a receipt for the moneys to the magistrate of the court which has issued the warrant of commitment.

Keeping account of moneys received. Form 55.

104. Every magistrate and every keeper of a prison shall keep a true and exact account of all moneys received by him under this Act, and shall, within the first seven days of every month, transmit a fair copy of that account for the preceding month to the Accountant General.

Taking of recognisance.

105. Where a magistrate 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 may 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.

Records

Record book of proceedings.
Form 54.

106. (1) The clerk shall keep a record book for his court, in which shall be entered, in the proper columns respectively, the number of the cause, the date of making the complaint, the name of the complainant, the name of the defendant and his age, if he is under fourteen years of age, the substance of the complaint, the written law under which the cause is tried, the date of adjudication, a minute of the adjudication, the name of the magistrate adjudicating, and the costs.

(2) If the court refuses to entertain or dismisses a complaint, the clerk shall enter the refusal or dismissal, with the grounds thereof, in the record book.

Register of minutes of orders.

107. (1) The clerk shall keep a register of the minutes or memoranda of all the orders of the court and of any other proceedings directed by the Chancellor to be registered, and with the particulars and in the form from time to time directed by the Chancellor.

(2) The register, and also any extract therefrom certified by the clerk to be a true extract, shall, in any proceeding whatever in any court, be *prima facie* evidence of the truth of all matters stated therein.

Custody of records.

108. Every record book and register aforesaid shall remain in the district and in the custody of the clerk.

Forms

Use of forms in Second

109. Subject to any rules which may be made under

Schedule.
c. 3:05

the Summary Jurisdiction (Magistrates) Act, the forms in the Second Schedule may, with any variations and additions which the circumstances of the particular case require, be used in the matters to which they respectively apply, and, when so used, shall be good and sufficient in law:

Provided that nothing in this section shall affect the use and validity of any special forms of process in respect of summary conviction offences given by any written law relating to those offences.

Form of
complaint,
summons,
warrant or
other
document.
[21 of 1932]

110. The provisions of this Act relating to the form of any complaint, summons, warrant or other document shall be subject to the following rules:

(1) Every information, complaint, summons, warrant or other document in connection with any proceedings 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 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, and if the offence charged is one created by written law, shall contain a reference to the section of the written law creating 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 Act had not been enacted shall notwithstanding anything in this section continue to be sufficient in law.

s. 61
[21 of 1978]

FIRST SCHEDULE

INDICTABLE OFFENCES BY ADULTS WHICH MAY BE TRIED SUMMARILY

c.8:01

1. The offences specified for the purposes of section 61 are all indictable offences against any law with the exception of indictable offences against the following provisions of the Criminal Law (Offences) Act, namely: -

Sections 51, 52, 66, 67, 69, 70, 71, 76, 77, 80, 82, 84, 90, 94, 95, 98, 99, 100, 101, 102, 103, 104, 105, 131, 134, 138, 149, 150, 151, 152, 153, 154, 155, 210, 211, 314, 316, 317, 319, and 321.

2. Attempting to commit, or aiding, abetting, counselling or procuring the commission of any offence triable summarily under paragraph 1 or receiving, relieving, comforting or assisting anyone who has committed any such offence, being a felony.

s. 109
[14 of 1959
O. 5/2007]

SECOND SCHEDULE

FORMS FOR USE IN PROCEEDINGS RELATING TO SUMMARY CONVICTION OFFENCES

TABLE OF FORMS

PART I. – INSTITUTION OF PROCEEDINGS :

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

PART II. – ENFORCING APPEARANCE OF DEFENDANT :

3. Summons to defendant upon complaint or information.
4. Notice to defendant by member of the Police Force.
- 4A. Notice to defendant by member of the Police Force.
- 4B. Notice to defendant by member of the Police Force.
- 5A. Warrant of apprehension where defendant has disobeyed summons.
- 5B. 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. Conviction where defendant is discharged conditionally on giving security to appear or to be of good behaviour.
14. Order for payment of money, and, in default of payment, imprisonment.
15. Order for payment of money to be levied by distress, and, in default of distress, imprisonment.
16. Order for any other matter, where the disobeying of it is punishable by imprisonment.
17. Order to enter into recognisance to keep the peace and be of good behaviour.
18. Order of dismissal of complaint or information.
19. Order dismissing complaint or information, and directing defendant to pay damages.

PART V. – WARRANTS OF DISTRESS:

20. Warrant of distress on conviction for penalty.
21. Warrant of distress on order for payment of money.
22. Warrant of distress for sum due under recognisance declared to be forfeited.
23. Warrant of distress for sum due under recognisance adjudged to be forfeited by conviction of principal.

PART VI. - WARRANTS OF COMMITMENT :

24. Warrant of remand defendant when apprehended.
25. Warrant of commitment of defendant for safe custody during an adjournment.
26. Warrant of commitment on conviction for penalty in the first instance.
27. Warrant of commitment on conviction where the punishment is by imprisonment.
28. Warrant of commitment on order in the first instance.
29. Warrant of commitment pending return to warrant of distress.
30. Warrant of commitment for want of distress.
31. Warrant of commitment on order where the disobeying of it is punishable by imprisonment.
32. Warrant of commitment for non-payment of costs upon order of dismissal of complaint or information.

PART VII. – RECOGNISANCES :

33. Recognisance for appearance of defendant where the case is adjourned or not at once proceeded with.
34. Notification to be made to defendant and his surety on entering into that recognisance.
35. Recognisance for appearance, or for doing some other thing in, to, or before, or in a proceeding in, a magistrate's court.
36. Recognisance to keep the peace and be of good behaviour, or not to do or commit some act or thing.
37. Declaration of forfeiture of recognisance.
38. Summons to person bound by recognisance which is

alleged to have been forfeited by conviction of principal.

39. Adjudication of forfeiture of recognisance where person bound as principal has been convicted of an offence which is a breach of the condition.

40. Oral or written acknowledgment of undertaking to perform condition of forfeited recognisance.

41. Order cancelling or mitigating forfeiture of recognisance.

PART VIII. – SUMMARY TRIAL OF INDICATABLE OFFENCES :

42. Summary conviction (on plea of guilty) of adult for indictable offence.

43. Order of dismissal of adult dealt with summarily for indictable offence.

PART IX. – MISCELLANEOUS FORMS:

44. Order for conveyance of vagrant to alms-house and detention therein.

45. Recognisance for maintenance of vagrant ordered to be detained in alms-house.

46. Certificate of dismissal of complaint or information.

47. Constable's return to warrant of distress.

48. Constable's account of costs and charges incurred in execution of warrant of distress.

49. Order for restitution of property.

50. Search warrant.

51. Warrant on transfer of cause.

52. Return of service by a bailiff or constable.

53. Affidavit for use in proving service of process.

54. Record book of magistrate's court.

55. Return by magistrate of fines, penalties, etc., received.

Note. – The words in the margin of a form, directed to be used in, addition to, or substitution for, those in the text, or words to the like effect, are to be used according to the circumstances of each case.

PART I
INSTITUTION OF PROCEEDINGS
FORMS

s.4

1.

Complaint without oath

IN THEMAGISTRATE’S COURT

A.B., Complainant,

v.

C.D., Defendant.

A.B., of..... comes before me, the undersigned
magistrate for thedistrict, and complains against
C.D., of for that the said C.D. (l)
.....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.

Exhibited before me this.....

day of20.....,

at.....

(Signed).....

.....Magistrate,District.

s. 4

2.

Information upon oath

IN THEMAGISTRATE’S COURT

A.B., Complainant,

v.

C.D., Defendant.

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

(3)

(1) or,
affirmation.
(2) State
concisely the
substance of
the
information.
(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 lays this information 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 the said E.F. may be apprehended and brought before the court to give evidence.

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

(Signed).....

Informant

Taken before me this..... } day of20....., } at } (Signed)..... }Magistrate,District.

PART II
ENFORCING APPEARANCE OF DEFENDANT

s.11

3.

Summons to defendant upon complaint or information

IN THEMAGISTRATE'S COURT

A.B., Complainant,[or Informant]

v.

C.D., Defendant.

To C.D., of

Whereas complaint has this day been made [or information has this day been laid] before me, the undersigned magistrate for thedistrict, for that you (1).....This is to command you to be and appear ato'clock,m., on.....day theday of20....., atbefore the magistrate in the said court, to answer the said complaint [or information], and to be further dealt with according to law.

(1) State concisely the substance of the complaint [or information].

Dated thisday of20.....

(Signed).....

.....Magistrate,District

s. 8

FORM 4

Case No.....20.....

No.....

NOTICE TO DEFENDANT BY MEMBER OF THE POLICE FORCE

IN THE.....MAGISTRATE'S COURT

To.....

of.....

WHEREAS a complaint will be made by me to the Magistrate of theMagisterial District

that you onday, the
day
 of20....., in the
 Magisterial District*

This is to require you to be and appear at 9.00 o'clock
 a.m. on the date shown below, at the undermentioned
 Magistrate's Court to answer the complaint and to be further
 dealt with according to law.

.....
 Dated.....

Date of appearance:
day of20.....
 at.....Magistrate's Court.

READ THE BACK OF THIS NOTICE CAREFULLY AND
 BRING THIS NOTICE WITH YOU.

READ CAREFULLY

If you admit committing the offence for which you are
 hereby given notice and wish to plead **GUILTY** you may
 cause this notice to be submitted within seven days of the
 date thereof, and pay the prescribed penalty, to the clerk of
 the abovementioned Magistrate's Court. In that event the
 prosecution of the case against you will be discontinued.

APPEARANCE, PLEA OF GUILTY

I, the undersigned do hereby enter my appearance in
 respect of the offence stated on the face of this notice. I
 PLEAD GUILTY to the said offence, WAIVE my right to a
 HEARING by the court and AGREE to pay the penalty
 prescribed by law.

.....

(Defendant's Signature)

.....

(Address)

GENERAL RECEIPT NO.....DATED.....

s. 8

FORM 4A

Case No.....20.....

NOTICE TO DEFENDANT BY MEMBER OF THE POLICE FORCE

DRIVER'S LICENCE No.

[Empty rectangular box for Driver's Licence No.]

IN THE.....MAGISTRATE'S COURT

To.....

of.....

WHEREAS a complaint will be made by me to the Magistrate of theMagisterial District that you onday, theday of20....., in the Magisterial District drove or in control of motor vehicle registration number..... and committed the offence as indicated in the table hereunder.

Under the Motor Vehicles and Road Traffic Act, Cap. 51:02

(ONE CHARGE PER COMPLAINT)

Driving uncertified motor vehicle – section 15	\$5,000
Driving motor vehicle without a driver's licence – section 23(1)	\$5,000
Failing to produce driver's licence – section 23 (2)	\$5,000
Refusing to declare present address –	

LAWS OF GUYANA

section 23 (3)	\$5,000
Breaching of conditions of provisional licence – section 25(2)	\$5,000
Speeding (Exceeding Speed limit)km/h – section 34(1)	\$7,500
Permitting more than one trailer to be drawn – section 41	\$5,000
Failing to stop when required by police in uniform – section 43(3)	\$7,500
Leaving motor vehicle in dangerous position – section 59	\$5,000

This is to require you to be and appear at 9.00 o'clock a.m. on the date shown below, at the undermentioned Magistrate's Court to answer the complaint and to be further dealt with according to law.

.....
Dated

Date of appearance:
.....day of20.....
at.....Magistrate's Court.

READ THE BACK OF THIS NOTICE CAREFULLY AND
BRING THIS NOTICE WITH YOU.

READ CAREFULLY

If you admit committing the offence for which you are hereby given notice and wish to plead **GUILTY** you may cause this notice to be submitted within seven days of the date thereof, and pay the prescribed penalty, to the clerk of the abovementioned Magistrate's Court. In that event the prosecution of the case against you will be discontinued.

The prescribed penalty may be ascertained on enquiry at any Magistrate's Court Office or Police Station.

APPEARANCE, PLEA OF GUILTY

I, the undersigned do hereby enter my appearance in respect of the offence stated on the face of this notice. I PLEAD GUILTY to the said offence, WAIVE my right to HEARING by the court and AGREE to pay the penalty prescribed by law.

.....
(Defendant's Signature)

.....
(Address)

GENERAL RECEIPT NO.....DATED.....

s. 8

FORM 4B

Case No.....20.....

NOTICE TO DEFENDANT BY MEMBER OF THE POLICE FORCE

DRIVER'S LICENCE No.

IN THE.....MAGISTRATE'S COURT

To.....

of.....

WHEREAS a complaint will be made by me to the Magistrate of theMagisterial District that you onday, theday of20....., in the Magisterial District drove or in control of motor vehicle registration number..... and committed the offence as indicated in the table hereunder.

Under the Motor Vehicles and Road Traffic Regulations, Cap. 51:02, Subsidiary Legislation.

(ONE CHARGE PER COMPLAINT)

Driving motor cycle without safety helmet-breach of Reg. 3(1) and (3) of the Motorcycles (Protective Helmets) Regulations – Reg. 19 of 1972, Cap. 51:02	\$5,000
Driver carrying pillion-rider without safety helmet-breach of Reg.3 (2) and (3) of the Motorcycles (Protective Helmets) Regulations – Reg. 19 of 1972, Cap. 51:02	\$5,000
Failing to exhibit certificate of fitness for – Reg. 13	\$5,000
Failing to exhibit licence for a Motor Vehicle- Reg. 16(1)	\$5,000
Unlighted motor vehicle (front) – Reg. 34(1)(a)	\$5,000
Unlighted motor vehicle (rear) – Reg. 34(1)(b)	\$5,000
Unlighted motor cycle/bicycle (front) – Reg. 35(a)	\$5,000
Unlighted motor cycle/bicycle (rear) – Reg. 35(b)	\$5,000
Unlighted animal drawn vehicle (front) – Reg. 36(a)	\$5,000
Unlighted animal drawn vehicle (rear) – Reg.36(b)	\$5,000
Failing to carry lamp on hand-cart during hours of darkness – Reg. 37	\$5,000
No parking brakes – Reg. 52	\$5,000
No reflecting mirror – Reg. 57	\$5,000
No warning appliance on motor vehicle – Reg. 59	\$5,000
No silencer – Reg. 60	\$5,000
No efficient automatic wind-screen wiper – Reg. 64	\$5,000
No efficient Speedometer (hire car, motor	

lorry, motor bus) – Reg. 65	\$5,000
Unnecessary sounding of horn – Reg. 108	\$5,000
No trailer to be drawn by bus/hire car – Reg. 119	\$5,000
Carrying more persons than the permitted number – Reg. 164(1)(a)	\$5,000
More persons on front seat than the number fixed to be carried thereon (hire car/motor bus) – Reg. 164(1)(b)	\$5,000
Conductor (overload) – Reg. 164(1)(a),(b) and (2)	\$5,000
Conduct of driver and conductor (breach) – Reg. 166	\$5,000
Conduct of Passenger (breach) – Reg. 167	\$5,000
Stopping within thirty feet from any corner	\$5,000
No efficient brakes on bicycle and tricycle – Reg. 194	\$5,000
No warning appliance on bicycle and tricycle – Reg. 195	\$5,000

This is to require you to be and appear at 9.00 o'clock a.m. on the date shown below, at the undermentioned Magistrate's Court to answer the complaint and to be further dealt with according to law.

.....
Dated

Date of appearance:
.....day of20.....
at.....Magistrate's Court.

READ THE BACK OF THIS NOTICE CAREFULLY AND
BRING THIS NOTICE WITH YOU.

READ CAREFULLY

If you admit committing the offence for which you are

hereby given notice and wish to plead **GUILTY** you may cause this notice to be submitted within seven days of the date thereof, and pay the prescribed penalty, to the clerk of the abovementioned Magistrate’s Court. In that event the prosecution of the case against you will be discontinued.

The prescribed penalty may be ascertained on enquiry at any Magistrate’s Court Office or Police Station.

APPEARANCE, PLEA OF GUILTY

I, the undersigned do hereby enter my appearance in respect of the offence stated on the face of this notice. I PLEAD GUILTY to the said offence, WAIVE my right to HEARING by the court and AGREE to pay the penalty prescribed by law.

.....
(Defendant’s Signature)

.....
(Address)

GENERAL RECEIPT NO.....DATED.....

s.13

5A.

Warrant of apprehension where defendant has disobeyed summons.

IN THEMAGISTRATE’S COURT

A.B., Complainant,[or Informant]

v.

C.D., Defendant.

ToPolice [or other] Constable.

Whereas on the.....day of20....., complaint was made [or information was laid] before me, the undersigned magistrate for thedistrict, 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

(1) State concisely the substance of the complaint [or

information].

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 in the said court, to answer the said complaint [or information], and to be further dealt with according to law.

Dated thisday of20.....

(Signed).....

.....Magistrate,.....District

s.14

5B.

Warrant for apprehension of defendant in the first instance.

IN THE.....MAGISTRATE’S COURT

A.B., Informant.

v.

C.D., Defendant.

To Police [or other] Constable.

Whereas information has this day been laid before me, the under- signed magistrate for thedistrict, for that C.D., (1)..... and oath having been made before me substantiating the matter of that information: - This is to command you forthwith to apprehend the said C.D., and to bring him before the magistrate in the said court, to answer the said information, and to be further dealt with according to law.

(1) State concisely the substance of the information.

Dated thisday of20.....

(Signed).....

.....Magistrate,District

PART III

WITNESSES

s.15

6.

Summons to Witness.

IN THE MAGISTRATE'S COURT

A.B., Complainant, [or Informant]

v.

C.D., Defendant.

To E.F., of

Whereas complaint has been made [or information has been laid] before me, the undersigned magistrate 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 of20....., at before the magistrate in the said court, to testify what you know concerning the matter of the said complaint [or information].

Dated thisday of 20.....

(Signed).....

.....Magistrate,.....District.

s.17

7.

Warrant of apprehension where witness has disobeyed summons.

IN THE MAGISTRATE'S COURT

A.B., Complainant, [or Informant]

v.

C.D., Defendant.

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

To.....police [or other] Constable.

Whereas complaint has been made [or information has been laid] before me, the undersigned magistrate for thedistrict, for that C.D. (1)..... and it having been made to appear to me that E.F., ofwas 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 that neglect; And whereas proof has been made before me, upon oath, that the said 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 of20....., at..... before the magistrate 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,.....District.

s.18

8.

Warrant for apprehension of witness in the first instance.

IN THE MAGISTRATE'S COURT

A.B., Complainant, [or Informant]

v.

C.D., Defendant.

To.....police [or other] Constable

Whereas complaint has been made [or information has been laid] before me, the undersigned magistrate for

(1) State
concisely the
substance of the
complaint [or
information].
(2) or informant
or defendant.

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
so to do:-This is to command you forthwith to apprehend the
said E.F., and to bring him at.....o'clock,.....m., on.....
day, theday of.....20....., at
before the magistrate 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 of20.....

(Signed).....
.....Magistrate,.....District.

s.21

9.

*Warrant of commitment of witness for refusing to be sworn or to
give evidence.*

IN THE MAGISTRATE'S COURT

A.B., Complainant, [or Informant]

v.

C.D., Defendant.

To.....Police [or other] Constable, and to the Keeper
of.....Prison.

(1) State
concisely the
substance of the
complaint [or
information].
(2) Or
affirmation.

Whereas complaint has been made [or information has
been laid] before me, the undersigned magistrate 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 [or information] 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, the said constable, forthwith to convey the said E.F. to the.....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 that his contempt, 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.

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

(Signed).....

.....Magistrate,.....District.

PART IV

CONVICTIONS AND ORDERS

10.

s.36

Conviction for penalty and, in default of payment, imprisonment

IN THE MAGISTRATE’S COURT

A.B., Complainant, [or Informant]

v.

C.D., Defendant.

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

(1) *State concisely the substance of the complaint [or information].*

(2) *State the penalty, and also the compensation, if any.*

(3) *Or on or before the*

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.....prison for the

LAWS OF GUYANA

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Cap. 10:02

Summary Jurisdiction (Procedure)

day of
20 .

term ofunless the said several sums shall be
sooner paid.

(Signed).....
.....Magistrate,.....District.

s.36

11.

Conviction where the punishment is by imprisonment

IN THE MAGISTRATE'S COURT

A.B., Complainant, [*or* Informant]

v.

C.D., Defendant.

(1) *State*
concisely the
substance of the
complaint [or,
information].
(2) *or on or*
before the
day of
20 .

Theday of20.....

C.D. (hereinafter called the defendant) is this day
convicted before the said court for that he (1)
.....And it is adjudged that defendant be, for
his said offence, imprisoned in the..... prison for the
term ofand do also 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)
.....then it is adjudged that the defendant be
imprisoned in the.....prison 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.

(Signed).....
.....Magistrate, District.

s.47

12.

*Conviction for penalty to be levied by distress and, in default of
distress, imprisonment*

IN THE MAGISTRATE'S COURT

A.B., Complainant, [*or* Informant]

v.

(1) State concisely the substance of the complaint or information.
(2) State the penalty, and also the compensation, if any.
(3) Or on or before the day of 20 .

C.D., Defendant.

Theday of20.....

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 offor 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.....prison 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.

(Signed).....

.....Magistrate,..... District.

* Or where the issuing of a distress warrant would be ruinous to the defendant or his family, or it appears that he has no moveable property whereon to levy a distress, then, instead of the words between * *, 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 moveable property whereon to levy the said sums by way of distress] it is adjudged" [etc., as above to the end]

s.42

13.

Conviction where defendant is discharged conditionally on giving security to appear or to be of good behaviour

IN THE MAGISTRATE'S COURT

A.B., Complainant, [or Informant]

v.

C.D., Defendant.

Theday of20.....

C.D. (hereinafter called the defendant) is this day convicted before the said court for that he (1).....But the court being of opinion that the said offence was of so trifling a nature that it is inexpedient to inflict any punishment (2).....and the defendant having given security, to the satisfaction of the court, to appear for sentence when called upon (3)he is discharged; And it is ordered that the defendant do pay to the said A.B. the sum offor damages, and the sum of.....for costs [if so ordered] forthwith (4)And if default is made [proceed as in conviction for penalty, and, in default of payment, imprisonment].

(1) State concisely the substance of the complaint [or information].
(2) or, any other than a nominal punishment.
(3) or to be of good behaviour.
(4) or on or before the day of 20 , or by instalments of, etc.

(Signed).....

.....Magistrate,..... District

ss. 36 and 60

14.

Order for payment of money, and in default of payment, imprisonment

IN THE MAGISTRATE'S COURT

A.B., Complainant,

v.

C.D., Defendant.

A.B. having made a complaint that C.D. (hereinafter

(1) State
concisely the
substance of the
complaint.

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

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

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
counsel; 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 offor 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.....prison for the term of
.....unless the said several sums, and all costs and
charges of the commitment, shall be sooner paid.

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

(Signed).....

.....Magistrate,.....District.

s.47

15.

*Order for payment of money to be levied by distress and, in default
of distress, imprisonment*

IN THE MAGISTRATE'S COURT

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
counsel; And it having been satisfactorily proved to the said
court, upon oath, that the defendant has been duly served

(2) or on or
before the
day of
20

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 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 for the term ofunless the said several sums; and all costs and charges of the said distress [and of the commitment], shall be sooner paid.

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

(Signed).....

.....Magistrate,.....District.

* Or where the issuing of a distress warrant would be ruinous to the defendant or his family, or it appears that he has no moveable property whereon to levy a distress, then, instead of the words between * *, 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 moveable property whereon to levy the said sums by way of distress] it is adjudged" [etc., as above to the end]

s.60

16.

Order for any other matter, where the disobeying of it is punishable by imprisonment

IN THE MAGISTRATE'S COURT
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 counsel; 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 [here state the matter required to be done]; And if, upon a copy of a minute of this 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 shall refuse or neglect to obey the same, in that case it is adjudged that the defendant, for that his disobedience, be imprisoned in the.....prison 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 offor 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 for the term ofto 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.

(2) Or on or
before the
day of
20

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

(Signed).....

.....Magistrate,.....District

s.81

17.

*Order to enter into recognizance to keep the peace and be of good
behaviour*

IN THE MAGISTRATE'S COURT

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 ofenter into a recognisance in the sum of.....with.....surety.....in the sum of[each] to keep the peace and be of good behaviour, and especially towards the said A.B., for the term of.....; And if the defendant fails to comply with this order, it is adjudged that he be imprisoned in the..... 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.*

[*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 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,.....District.

ss. 31 and 36

18.

Order of dismissal of complaint or information

IN THE MAGISTRATE'S COURT

A.B., Complainant, [or Informant]

v.

C.D., Defendant.

(1) *State concisely the substance of the complaint or information.*

A.B. having made a complaint [or laid an information] 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 information] [or the defendant having appeared before the said court, but the said A.B., although duly called, not having appeared by himself or his counsel] whereupon the matter of the said complaint [or information] being by the said court duly considered, [it manifestly appears to the said court that the said complaint [or information] is not proved, and*], the court therefore dismisses the same [and adjudges that the said A.B. do pay to the defendant the sum ofas 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..... prison 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 .*

Dated this.....day of20.....

(Signed).....

.....Magistrate,.....District.

s.42

19.

Order dismissing complaint or information, and directing defendant to pay damages

IN THE MAGISTRATE'S COURT

A.B., Complainant, [or Informant]

v.

C.D., Defendant.

(1) *State concisely the substance of the complaint or information.*

C.D. (hereinafter called the defendant) has been charged on the complaint [or information] of A.B. for that he (1).....And the matter of the said complaint [or information] being by the said court duly considered, and the said court being of opinion that, though the said complaint [or information] is proved, the offence was of so trifling a nature that it is inexpedient to inflict any punishment, the court therefore dismisses the said complaint [or information].

[If payment of damages or costs is ordered, proceed as follows:]
And it is ordered that the defendant do pay to the said A.B.....for damages, and.....for costs;
And if the said several sums be not paid [proceed as in form 18].

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

(Signed).....
.....Magistrate,.....District.

PART V

WARRANTS OF DISTRESS

s.47

20.

Warrant of distress on conviction for penalty

IN THE MAGISTRATE'S COURT

A.B., Complainant, [or Informant]

v.

C.D., Defendant.

To.....Police [*or other*] Constable.

(1) or, on the day of 20
(2) State concisely the substance of the complaint or information 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 that 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], they 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.....prison 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 one hundred dollars, the tools and implements of his trade); And if, within the space of *.....days next after the making of that 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 moveable property by you distrained, and pay the money arising therefrom to [*the magistrate 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.

*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.

Dated this.....day of20.....

(Signed).....

.....Magistrate,District.

s.47

21.

Warrant of distress on order for payment of money

IN THE MAGISTRATE'S COURT

A.B., Complainant,

v.

C.D., Defendant.

To.....Police [or other] Constable.

Whereas on the.....day of.....20....., complaint was made before me, the undersigned magistrate 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 offor 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....., they 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.....prison 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 them 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 one hundred dollars, the tools and implements of his trade); And if, within the space of *days after the making of that 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

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

movable property by you distrained, and pay the money arising therefrom to [*the magistrate 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 said defendant; And if no such distress can be found, then to certify the fact to the said court, in order that further proceedings may be had according to law.

Dated thisday of.....20.....

(Signed).....

.....Magistrate,.....District.

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

s. 98

22.

Warrant of distress for sum due under recognizance declared to be forfeited

IN THE MAGISTRATE'S COURT

To.....Police [*or other*] Constable.

Whereas.....was, by his recognisance entered into the.....day of.....20....., bound in the sum of.....the condition of his recognisance being that.....should (1)And whereas default having been made in compliance with the said condition, the said recognisance was, on the.....day of.....20....., declared by the said court to be forfeited; And whereas the saidhas made default in payment of the sum due under the said recognisance:-This is to command you forthwith to make distress of the movable property of the said(except the wearing apparel and bedding of him

(1) *State the condition of the recognisance.*

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and his family, and, to the value of one hundred dollars, the tools and implements of his trade), and if, within the space of*days next after the making of that distress, the sum of.....being the sum stated at the foot of this warrant to be due under the said recognisance, together with the reasonable costs and charges of the making and keeping of the said distress, be not paid, then to sell the said movable property by you distrained, and pay the money arising therefrom to [*the magistrate 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 saidAnd 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,.....District.

	\$	c.
Amount due under recognisance.....		
Paid.....		
Remaining due.....		
Costs of issuing warrant.....		
Total amount to be levied.....		

* See note to Form 20

Warrant of distress for sum due under recognizance adjudged to be forfeited by conviction of principal

IN THE

MAGISTRATE'S COURT

To.....Police [or other] Constable.

Whereas 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 recognisance being that the defendant should (1).....And whereas the defendant having been convicted of the offence of having (2).....being offence which is in law a breach of the said condition, it was, on the.....day of.....20....., adjudged by the said court that the said recognisance was forfeited, and that the defendant should pay to [*the magistrate or other person specified*]the said sum of.....and should also pay to.....the sum of.....for costs; And it was ordered that the said sums should be paid [*as in the order*], and that, if default should be made in payment according to the said adjudication and order, the sums due thereunder should be levied by distress and sale of the movable property of the defendant; And whereas default has been made in payment according to the said adjudication and order:-This is to command you [*proceed as in last form*].

(1) *State the condition of the recognisance.*
 (2) *State the offence concisely.*

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

(Signed).....

.....Magistrate,District.

PART VI

WARRANTS OF COMMITMENT

24.

s.14

Warrant to remand defendant when apprehended

IN THE MAGISTRATE'S COURT

A.B., Complainant, [or Informant]

v.

C.D., Defendant.

To.....Police [or other] Constable, and to the Keeper of.....Prison.

(1) State
concisely the
substance of the
complaint or
information.

Whereas on the.....day of.....20....., complaint was made [or information was laid] before me, the undersigned magistrate 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 the magistrate aforesaid:-This is to command you, the said constable, forthwith to convey the said C.D. to the..... 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.....of the clock in the.....noon of the same day, before the magistrate in the said court, to answer the said complaint [or information], and to be further dealt with according to law.

Dated this.....day of20.....

(Signed).....

.....Magistrate,.....District.

25.

s. 33

Warrant of commitment of defendant for safe custody during an adjournment

IN THE MAGISTRATE'S COURT

A.B., Complainant, [or Informant]

v.

C.D., Defendant.

To.....Police [or other] Constable and to the Keeper of.....Prison.

Whereas on the.....day of.....20.....,

(1) State
concisely the
substance of the
complaint or
information.

complaint was made [*or* information was laid] before me, the undersigned magistrate for the.....district, for that C.D. (1).....And whereas the hearing of the same is adjourned to.....day, the.....20.....,at the.....of the clock in the.....noon, atand it is necessary that the said C.D. should in the meantime, be kept in safe custody:—This is to command you, the said constable, forthwith to convey the said C.D. to theprison, 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 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 in the said court, to answer further the said complaint [*or* information], and to be further dealt with according to law.

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

(Signed).....

.....Magistrate,.....District.

26.

s. 52

Warrant of commitment on conviction for penalty in the first instance

IN THE MAGISTRATE'S COURT

A.B., Complainant, [or Informant]

v.

C.D., Defendant.

To.....Police [*or* other] Constable and to the Keeper ofPrison.

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 offence, forfeit and pay the sum of [*etc., as in the conviction*],and should also pay to

(1) State the
substance of the
complaint or
information as in

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the conviction

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

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).....the defendant should be imprisoned in the.....prison 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, the said constable, to take the defendant and him safely to convey to the said 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 prison, and there imprison him for the term ofunless 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 of20.....

(Signed).....

.....Magistrate,.....District

s.37

27.

Warrant of commitment on conviction where the punishment is by imprisonment

IN THE MAGISTRATE’S COURT

A.B., Complainant,

v.

C.D., Defendant.

To.....Police [or other] Constable, and to the Keeper of.....Prison.

(1) State the substance of the complaint or information 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 that his offence, be imprisoned in the.....prison for the term of.....:-This is to command you, the said constable, to take the defendant and him safely to convey to the said 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 prison, and there imprison him for the term of; And for your so doing, this shall be your sufficient warrant.

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

(Signed).....

.....Magistrate,.....District.

s. 60

28.

Warrant of commitment on order in the first instance

IN THE MAGISTRATE'S COURT

A.B., Complainant,

v.

C.D., Defendant.

To.....Police [or other] Constable, and to the Keeper of.....Prison.

Whereas on the.....day of.....20....., complaint was made before me, the undersigned magistrate 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

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

should not be paid on or before the.....day of20....., the said C.D. should be imprisoned in the.....prison for the term ofunless 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 them or any part thereof, but herein has made default:—This is to command you, the said constable, to take the said C.D. and him safely to convey to the said 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 prison, and there imprison him 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,.....District.

s. 48

29.

Warrant of commitment pending return to warrant of distress

IN THE MAGISTRATE’S COURT

A.B., Complainant, [or Informant]

v.

C.D., Defendant.

To.....Police [or other] Constable, and to the Keeper ofPrison.

C.D. (hereinafter called the defendant) was, on the.....day of.....20....., convicted before the said court for that he (I).....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

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

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, the said constable, to take the defendant and him safely to convey toprison, 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 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 the recognisance, to cause him to be conveyed and be atof the clock in the.....noon, before the magistrate in the said court, to be further dealt with according to law.

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

(Signed).....

.....Magistrate,.....District.

s.49

30.

Warrant of commitment for want of distress

IN THE MAGISTRATE'S COURT

A.B., Complainant, [or Informant]

v.

C.D., Defendant.

To.....Police [or other] Constable, and to the Keeper of.....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, 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, the said constable, to take the defendant, and him safely to convey to the.....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 prison, and there imprison him for the term ofunless 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.

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

(Signed).....
Magistrate,..... District.

s. 60

31

Warrant of commitment on order where the disobeying of it is punishable by imprisonment

IN THE MAGISTRATE’S COURT

A.B., Complainant,

v.

C.D., Defendant.

To.....Police [or other] Constable, and to the Keeper of.....Prison.

Whereas on the.....day of.....20....., complaint was made before me, the undersigned magistrate for the.....district, for that C.D. (I).....

(1) State the substance of the

complaint as in the order.

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

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 that case the defendant should, for that his disobedience, be imprisoned in theprison 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 (2).....the defendant should be imprisoned in the said prison for the term ofto 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, and has not as yet obeyed, the order; And whereas the time appointed by the said order for the payment of the said sum for costs has elapsed, but the defendant has not paid the said sum or any part thereof, but therein has made default:-This is to command you, the said constable, to take the defendant and him safely to convey to the said 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 prison, and there imprison him for the term of.....; And further, on the termination of his imprisonment aforesaid, to imprison him 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.

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

(Signed).....

.....Magistrate,.....District.

s. 43

32.

Warrant of commitment for non-payment of costs upon order of dismissal of complaint or information

IN THE MAGISTRATE’S COURT

A.B., Complainant, [*or* Informant]

v.

C.D., Defendant.

To.....Police [*or* other] Constable, and to the Keeper ofPrison.

Whereas on the.....day of20....., complaint was made [*or* information was laid] before me, the undersigned magistrate 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.....prison 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 it or any part of it, but therein has made default:— This is to command you, the said constable, to take the said A.B. and him safely to convey to the said prison, and there deliver him to the keeper thereof, together with this warrant;

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

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

And I hereby command you, the said keeper, to receive the said *A.B.* into your custody in the said prison, and there imprison him 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.

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

(Signed).....

.....Magistrate,.....District.

PART VII

RECOGNISANCES

s. 31

33.

Recognisance for appearance of defendant where the cause is adjourned or not at once proceeded with

IN THE MAGISTRATE'S COURT

Be it remembered that on the.....day of.....20....., *C.D.*, of.....and *G.H.*, of..... personally came before me, the undersigned magistrate for the.....district, and severally acknowledged themselves to owe to the State of Guyana the several sums following, namely, the said *C.D.*, as principal, the sum ofand the said *G.H.*, as surety, the sum ofto 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 abovementioned before me,

(Signed).....

.....Magistrate,..... District.

Condition endorsed

The condition of the within-written recognisance is that if the within-bounden C.D. appears on.....day, the.....dayof.....20.....,at.....o'clock,.....m., at..... before the magistrate in the said court, to answer further the complaint made [or the information laid] 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.

s. 31

34.

Notification to be made to defendant and his surety on entering into such recognizance

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 onday, the.....day of.....20.... at.....o'clock,.....m., at..... before the magistrate in the said court, to answer further a certain complaint [or information] 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,.....District.

s. 98

35.

Recognisance for appearance, or for doing some other thing in, to, or before, or in a proceeding in, a magistrate's court

IN THE MAGISTRATE'S COURT

We, the undersigned, C.D., of.....G.H., of..... and J.K., of.....severally acknowledge ourselves to owe to the State of Guyana 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 of20.....

(Signed).....
Magistrate,.....District.

Note. – Where the recognizance 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 that if the within-bounden C.D. appears on.....day, the.....day of.....20....., at.....of the clock in the.....noon, atbefore the magistrate in the said court, to answer [further] the complaint made [or the information laid] against him by A.B., and to be further dealt with according to law, [or appears before the said court sitting atfor sentence when called upon, or as the case may be] then the said recognisance shall be void, but otherwise shall remain in full force.

s.82

36.

Recognisance to keep the peace and be of good behaviour, or not to do or commit some act or thing

IN THE MAGISTRATE'S COURT

We, the undersigned, C.D., of..... G.H., of..... and J.K, of.....severally acknowledge ourselves to owe to the State of Guyana 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 ofeach, 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,.....District.

NOTE.—See note to form 35.

Condition endorsed

The condition of the within-written recognisance is that if the within-bounden C.D. keeps the peace and is of good behaviour, 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.

s. 98

37.

*Declaration of forfeiture or recognizance**

IN THE MAGISTRATE'S COURT

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 recognizance is forfeited.

(Signed).....

.....Magistrate,.....District.

s. 98(2)

38.

Summons to person bound by recognizance which is alleged to have been forfeited by conviction of principal

IN THE MAGISTRATE'S COURT

To.....of.....

.....You are hereby summoned to appear on.....day, the.....day of.....20....., at..... o'clock.....m., at.....before the magistrate in the said court, to show cause why the recognizance entered into the.....day of.....20....., whereby you are bound to pay the sum ofshould not be adjudged to be forfeited, and why you should not be adjudged to pay that sum.

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

(Signed).....

.....Magistrate,.....District.

s. 98(2)

39.

Adjudication of forfeiture of recognizance where person bound as principal has been convicted of an offence which is a breach of the condition

IN THE MAGISTRATE’S COURT

Theday 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 recognisance
 is forfeited, and that the defendant do pay to [the magistrate
 or other persons specified] the 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 said sus 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.....prison 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.

(1) *State the condition of the recognisance.*
 (2) *State the offence concisely.*

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

(Signed).....

.....Magistrate,.....District.

** Or where the issuing of a distress warrant would be ruinous to the defendant or his family, or it appears that he has no moveable property whereon to levy a distress, then, instead of the words between * *, 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 moveable property whereon to levy the said sums by way of distress] it is adjudged” [etc., as above to the end]*

s. 98

40.

Oral or written acknowledgment of undertaking to perform condition of forfeited recognisance

IN THE MAGISTRATE'S COURT

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 of20....., declared to be forfeited, and the said C.D. not having paid the said sum, a warrant of distress was, on the.....day of.....20....., issued for recovery thereof, but no movable property has been sold under the warrant; 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., ofas surety] hereby undertake that the condition of the said recognizance 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 or other persons specified] the sum of.....in case the said principal fails to perform the condition of the said recognisance.

(1) State 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,.....District.

s.98

41.

Order cancelling or mitigating forfeiture of recognisance

IN THE MAGISTRATE'S COURT

A warrant of distress was, on the.....day of.....20....., issued for levying the sum of.....declared to be forfeited under the within-written recognisance, but no movable property has been sold thereunder; 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 thinks just*]-Therefore the said forfeiture is hereby cancelled [*or mitigated to the sum of.....*]

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

(Signed).....

.....Magistrate,.....District.

PART VIII

SUMMARY TRIAL OF INDICTABLE OFFENCES

s. 61

42.

Summary conviction (on plea of guilty) of adult for indictable offence

IN THE MAGISTRATE'S COURT

A.B., Complainant, [*or Informant*]

v.

C.D., Defendant.

Theday of.....20.....

(1) State
concisely the
substance of the
complaint or
information.
c. 10:02

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 Jurisdiction (Procedure) 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.....prison for the term of.....[If costs are ordered, proceed as in conviction for penalty and, in default of payment, imprisonment.]

(Signed).....
.....Magistrate,.....District.

s. 64

43.

Order of dismissal of adult dealt with summarily for indictable offence

IN THE MAGISTRATE'S COURT

A.B., Complainant, [or Informant]

v.

C.D., Defendant.

(1) State
concisely the
substance of the
complaint or
information.
c. 10:02

C.D. (hereafter called the defendant), having been charged on the complaint [or information] 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 Jurisdiction (Procedure) Act, and the court thought it expedient so to deal with the case; And the matter of the said complaint [or information] having been by the said court duly considered, it manifestly appears to the said court that the said complaint [or information] is not proved:-Therefore the court doth hereby dismiss the said complaint [or information]. [If costs, or costs and compensation, are ordered, proceed as in form 18.]

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

(Signed).....
.....Magistrate,.....District

PART IX

MISCELLANEOUS FORMS

s.87

44.

Order for conveyance of vagrant to alms-house and detention therein

IN THE MAGISTRATE'S COURT

(1) State the substance of the charge, which must for an offence referred to in section 87. c. 10:02

Whereas C.D. was, on the.....day of.....20..... brought before me the undersigned magistrate for the..... district charged for that he, the said C.D. (1).....And whereas it has been made to appear to me that the said C.D. is unable from physical infirmity to maintain.....self, and has no visible means of subsistence:-Now, therefore, under the provisions of the Summary Jurisdiction (Procedure) Act, I do order that the said C.D. shall be forthwith conveyed to an alms-house, and there detained until discharged in due course of law.

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

(Signed).....

.....Magistrate,.....District

s. 90

45.

Recognisance for maintenance of vagrant ordered to be detained in alms-house

IN THE MAGISTRATE'S COURT

Be it remembered that on the.....day of.....20....., E.F., of.....personally came before me, the undersigned magistrate for the.....district, and acknowledged himself to owe to the State of Guyana the sum of twenty-five dollars, to be levied on his movable and immovable property, if he, the said E.F., fails in the condition hereon endorsed.

Taken and acknowledged the day and year first above-mentioned before me.

(Signed).....
.....Magistrate,.....District.

Condition endorsed

The condition of the within-written recognisance is that if C.D., ofwho is now detained in an almshouse under an order made on the.....day of.....20....., by.....Esquire, magistrate for the.....district, is properly maintained and does not commit any offence against the provisions of any Act relating to vagrants, or to rogues and vagabonds, or to incorrigible rogues, then the said recognisance shall be void, but otherwise shall remain in full force.

s. 35

46.

Certificate of dismissal of complaint or information

IN THE MAGISTRATE'S COURT

(1) *State concisely the substance of the complaint or information.*

I hereby certify that a complaint made [or an information laid] 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].

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

(Signed)
.....Magistrate,.....District.

s. 49

47.

Constable's return to warrant of distress

IN THE MAGISTRATE'S COURT

A.B., Complainant, [or Informant]

v.

C.D., Defendant.

I,.....the police [or.....] 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).....

Police [or.....] Constable.

s. 50

48.

Constable's account of costs and charges incurred in execution of warrant of distress

IN THE MAGISTRATE'S COURT

A.B., Complainant [or Informant]

v.

C.D., Defendant.

I,.....the police [or.....] constable charged with the execution of the warrant of distress in the above-mentioned case upon the movable property ofdated 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.

\$ c.

Total _____

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

(Signed).....
Police [or.....] Constable.

s. 81

49.

Order for restitution of property

(1) *State the substance of the complaint or information and describe the goods as in the conviction.*
(2) *or, on or before the day of 20 .*

IN THE MAGISTRATE'S COURT
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,.....District.

s. 10

50.

Search warrant

DISTRICT

To.....Police [or other] Constable.

(1) *Insert description of the things to be searched for and of the offence in respect of which the search is made.*

Whereas it appears, on the oath of A.B., ofthat there is reason to suspect that (1).....are concealed in.....at.....:-This is therefore to authorise and require you to enter, between the hours of..... and.....into the said premises, and to search for the said things, and to bring them before me or some other magistrate.

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

(Signed).....

.....Magistrate,.....District.

NOTE.—The warrant must be executed between five in the forenoon and eight in the afternoon, unless the magistrate otherwise directs.

s. 32

51.

Warrant on transfer of cause

IN THE MAGISTRATE’S COURT

A.B., Complainant [or Informant]

v.

C.D., Defendant.

To.....Police [or other] Constable.

(1) State concisely the substance of the complaint or information.

Whereas on the.....day of.....20..... complaint was made [or information was laid] before me, the under-signed magistrate for the.....district, for that C.D. (1).....And whereas, on the hearing of the said complaint [or information] it appeared that the cause of complaint arose out of the limits of the jurisdiction of the said court, and the said court, being satisfied that it has no jurisdiction, has directed the cause to be transferred to the court having jurisdiction where the cause of complaint arose, that is to say, to the.....magistrate’s court:—This is therefore to command you, the said constable, forthwith to convey the said C.D. before the magistrate of the said court, to answer the said complaint [or information], and to be further dealt with according to law.

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

(Signed).....

.....Magistrate,.....District.

s. 96(1)

52.

(as substituted by 51 of 1932)

Return of Service by a Bailiff or Constable

In the.....Judicial District Magistrate’s Court.

Between

{Plaintiff,
Complainant, or
Informant

and

I, (1)....., (2) hereby
certify that on the.....day of.....20..... at (3)
.....I served (4), a true copy of which
is annexed hereto, on (5).....
.....of (6)..... by (7)
.....

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

(Signed).....

- (1) Full names.
- (2) Official position (bailiff, police or other constable, etc.).
- (3) Place where process served.
- (4) State nature of process served (summons, order. etc.).
- (5) Name of person on whom process served.
- (6) Address of person served.
- (7) State mode of service.

s. 96

53.

Affidavit for use in proving service of process

No.

Return of service of process in respect of summary
conviction offences causes for the.....
magistrate’s court.

LAWS OF GUYANA

130

Cap. 10:02

Summary Jurisdiction (Procedure)

Name of Complaint	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 the service.

(Signed).....

Deponent

Sworn before me by the above-mentioned deponent
 this.....day.....20.....

(Signed).....

.....Magistrate,.....District [*or as the case maybe*].

NOTE.—In filling up the several columns it will be sufficient to write:—
 in the column one and column two, the initials of forenames, 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.

s. 106

54.

Record book of magistrate’s court

Record Book of summary conviction offences causes in the.....magistrate’s court from the..... day of.....20....., to the.....day of20.....

No. of cause.	Date of making complaint.	Name of complainant.	Name of defendant, and age, if under fourteen.	Substance of complaint.	Statute under which cause is tried.	Date of adjudication.	Minute of adjudication.	Magistrate adjudicating.	Costs.

s. 106

55.

Return of moneys received

c. 10:02

Monthly return of the magistrate ofdistrict [or of the keeper of the.....prison] under the Summary Jurisdiction (Procedure) Act, of all moneys received and when and to whom paid, from the.....day of.....20....., to theday of20.....

LAWS OF GUYANA

	Name of person convicted.	
	Date of conviction order.	
	Offences.	
	Costs.	
	Amount thereof.	
	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 magistrate.	Reasons for non-payment or other observations

SUBSIDIARY LEGISLATION

O. 98/1970
168/1974
22/1988
27/1988
5/2007

MINOR OFFENCES (PENALTIES) ORDER

made under section 8(2) and (3)

Citation.

1. This Order may be cited as the Minor Offences (Penalties) Order.

Penalties.

2. The penalties which offenders shall pay in lieu of being prosecuted for offences set out in the first column of the Schedule shall be those set out in the second column thereof.

SCHEDULE

OFFENCES	PENALTIES
c. 51:02 (1) Offences against sections 13, 15, 23, 25, 40, 46, 52, 55, 57, 59 and 60 of the Motor Vehicles and Road Traffic Act.	\$5000
(1A) Offences against 34, 43, and 61 of Motor Vehicles and Road Traffic Act.	\$7500
(2) Offences against section 58 of the Motor Vehicles and Road Traffic Act.	\$10000
(3) Offences against the Motor Vehicles and Road Traffic Regulations	\$5000

LAWS OF GUYANA

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[Subsidiary] Minor Offences (Penalties)

- (4) Offences against the Road Traffic (Georgetown) Regulations \$40.00

- (5) Offences against any Order, other than the Road Traffic (Georgetown) Order, made by the Commissioner of Police under sections, 48, 51 or 102 of the Motor Vehicles and Road Traffic Act. \$40.00

- (6) Offences against the Road Traffic (Georgetown) Order. \$150.00

- c.8:02 (7) Offences against section 153 of the Summary Jurisdiction (Offences) Act. \$ 50.00

- c. 8:02 (8) Offences against the General Traffic Directions made by the Commissioner of Police on the 24th November, 1937, under the Summary Jurisdiction (Offences) Act and continued in force by section 117 of the Motor Vehicles and Road Traffic Act. \$40.00

- c. 47:01 (9) Offences under section 63 (3) of the Post and Telegraph Act in respect of broadcast receiving sets. \$100.00

[Subsidiary]

Offences (Application of Certain Provisions) Order

**OFFENCES (APPLICATION OF CERTAIN PROVISIONS)
ORDER**

made under section 8(11)

1. This Order may be cited as the Offences (Application of Certain Provisions) Order.

O. 99/1970

**OFFENCES (APPLICATION OF CERTAIN PROVISIONS)
ORDER**

made under section 8(11)

Citation.

1. This Order may be cited as the Offences (Application of Certain Provisions) Order.

c. 51:02

2. Sections 13, 15, 46, 55, 58, 59 and 61 of the Motor Vehicles and Road Traffic Act are hereby added in their appropriate numerical order to section 8(10)(b) of the Summary Jurisdiction (Procedure) Act.

c. 10:02