


## EDO STATE SMALL CLAIMS COURT SERVICE DELIVERY TIMELINES

SERVICE/TASK	CONDITIONS/REQUIREMENTS	TIMELINES	FEES/REMARKS
Filing	<ul style="list-style-type: none"> <li>• An individual who is 18years and above</li> <li>• Claim to be filed at the Small Claims Registry</li> <li>• Claim filed must not exceed N5,000,000 (five million naira)</li> <li>• An individual less than 18years of unsound mind can file through the Guardian</li> <li>• Partnership, Association and Corporation can file</li> </ul>	Within 24 hours	N200 and above as assessed at the Registry
Forms	<ul style="list-style-type: none"> <li>• Forms SCA1-SCA8 are available to parties as required at the court registry</li> </ul>		Free
Service of Court Process	<ul style="list-style-type: none"> <li>• Court Bailiff serves all Small Claims Courts processes</li> </ul>	48 hours	<ul style="list-style-type: none"> <li>• The party who files, pays for service</li> <li>• No fixed amount</li> </ul>
Trial	<ul style="list-style-type: none"> <li>• Trial commences at the Small Claims Court by a Magistrate</li> <li>• Witnesses (if any) can be called to give evidence</li> <li>• Judgment is delivered at the end of trial</li> </ul>	<p>0 month to 12 months</p> <p>14 days</p>	<ul style="list-style-type: none"> <li>• Free</li> <li>• If represented by a lawyer, a fee will be charged by the lawyer</li> <li>• Free</li> </ul>

Enforcement of Judgment	A bailiff of the Small Claims Court will enforce the Judgment	After 30 days of Judgement	The Small Claims Registry will determine the fee to be paid at the Registry
Appeals	Notice of appeal must be filed within 14 days of the Courts Judgement	14 days	A fee is paid for Notice of appeal



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F.I. Oghoator (Mrs)  
Coordinator: Edo State Small Claims Court