

**BEFORE PESHAWAR HIGH COURT, PESHAWAR**

**CHECK LIST**

Case Title: \_\_\_\_\_ vs \_\_\_\_\_

<b><u>S.#</u></b>	<b><u>Contents</u></b>	<b><u>Yes</u></b>	<b><u>No</u></b>
01	This petition has been presented by: _____		
02	Whether Counsel / Petitioner / Respondent / Deponent have signed the requisite documents?		
03	Whether the enactment under which the case/petition is filed mentioned?		
04	Whether the enactment under which the case/petition is filed is correct?		
05	Whether affidavit is appended?		
06	Whether affidavit is duly attested by competent oath commissioner?		
07	Whether petition/annexure are properly paged?		
08	Whether annexures are certified?		
09	Whether certificate regarding filling any earlier appeal/petition on the subject, furnished?		
10	Whether annexures are legible?		
11	Whether annexures are attested?		
12	Whether Special Power of Attorney filed?		
13	Whether Special Power of Attorney attested?		
14	Whether copy of application is delivered to A.G/D.A.G?		
15	Whether Appeal, Revision application is within time?		
16	Whether value for the purpose of Court fee and jurisdiction given in the relevant column of the opening sheet is correct?		
17	Whether Power of Attorney of the Counsel engaged is attested and signed by all petitioners/appellants/respondents?		
18	Whether complete spare copy is filed in separate file cover?		
19	Whether numbers of referred cases given/ are correct?		
20	Whether petition being sent by post?		
21	Whether appeal/petition contains cuttings/overwriting?		
22	Whether appeal/revision/ writ petition is competent?		
23	Whether list of books has been provided at the end of the petition?		
24	Whether case relate to this Court?		
25	Whether case relate to this Bench?		

26	Whether petition drafted by a competent person?		
27	Whether name of Jail in which appellant/petitioner/respondent is confined given?		
28	Whether copies of annexures are readable/clear?		
29	Whether Court Fee stamps affixed?		
30	Whether Court Fee stamps annexed are sufficient?		
31	Whether certified copies of impugned order/decrees sheets before District Judge have been filed?		
32	Whether in view of Order 43 Rule 3 CPC/Rule 2(3) Chapter 4-J, Vol: V of High Court Rules & Orders, notice along with copy of appeal/petition and annexures has been sent to respondents?		
33	Whether Judicial Officer whose orders are challenged mentioned at the bottom of the panel of respondents?		
34	Whether index filed?		
35	Whether index is correct?		
36	Whether copies of comments/reply/rejoinder provided to opposite party?		
37	Whether addresses of parties given are complete?		
38	Whether addresses of parties are complete?		
39	Whether list of L.Rs of petitioner filed?		
40	Whether copy of list of L.Rs of respondents as filed before Courts below or, if not, a certificate to this effect attached?		
41	Whether opening sheet filed?		
42	Whether opening sheet is correct / complete?		
43	Whether approved file cover used?		
44	Whether separate application filed for each prayer?		
45	Whether separate request has been made for interim relief in writ petition?		
46	Whether security of Rs. 10,000/- deposited with review petition?		
47	Whether review petition filed and certified by the Advocate who had argued the case resulting into order review of which is sought?		
48	Whether purpose of the document filed explained?		
49	Whether respondents sued by name in the CoC?		

It is certified that formalities/documentation as required in the above table have been fulfilled.

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Dated: \_\_\_\_\_