

LAND DISPUTE INTAKE FORM

(Prepared in accordance with Zambian Land Laws)

Jurisdiction: Republic of Zambia

Document Type: Intake Form – Land Dispute

Purpose: To capture facts related to a dispute over land ownership, possession, boundary, or use

SECTION A: CLIENT DETAILS

Full Name: _____

NRC Number: _____

Address: _____

Phone Number: _____

Email Address (if any): _____

Occupation: _____

Client Type: ☐ Individual ☐ Corporate ☐ Cooperative ☐ NGO

SECTION B: LAND IN DISPUTE

Physical Location of Land (Village/Town/City):

Province / District / Ward / Chiefdom:

Plot No. / Farm Block / Stand No. (if known):

Size / Approximate Area (in hectares or sqm):

Land Status: ☐ Customary ☐ State ☐ Leasehold ☐ Title under conversion

SECTION C: NATURE OF THE DISPUTE

Please tick all that apply:

- ☐ Ownership dispute
- ☐ Boundary dispute
- ☐ Illegal occupation / trespass
- ☐ Fraudulent land sale / double allocation
- ☐ Non-issuance or cancellation of title deed
- ☐ Customary land converted without consent
- ☐ Community land claim
- ☐ Other: _____

SECTION D: FACTUAL BACKGROUND

(Use this space to summarize the history of the land and how the dispute arose)

PC | LP

1. How and when did you acquire the land?

2. Do you have any documentation (e.g., title deed, offer letter, receipts)?

☐ Yes ☐ No

If yes, list documents:

3. Has the matter been reported to any authority (e.g., council, traditional leader, Ministry of Lands)?

☐ Yes ☐ No

If yes, indicate where and status of report:

4. Have there been any legal proceedings initiated?

☐ Yes ☐ No

If yes, provide case details and current status:

SECTION E: OTHER PARTY INFORMATION

1. **Name of Adverse Party / Opponent** (if known):

2. **Address** (if known):

3. **Relationship to Land** (e.g., neighbour, squatter, alleged buyer):

4. **Any previous agreements or transactions between parties?**

☐ Yes ☐ No

If yes, provide details:

SECTION F: RELIEF OR OUTCOME SOUGHT

- ☐ Declaration of ownership
- ☐ Eviction of trespasser
- ☐ Cancellation of illegal title
- ☐ Boundary demarcation
- ☐ Injunction / order to stop ongoing development
- ☐ Compensation
- ☐ Other: _____

SECTION G: APPLICABLE LAWS / STATUTES

The matter may involve interpretation and enforcement of:

- **Lands Act, Chapter 184**
- **Land and Deeds Registry Act, Cap. 185**
- **Local Government Act No. 2 of 2019**
- **Customary Land Administration Guidelines (2023)**
- **Penal Code, Cap. 87** (*e.g., criminal trespass or fraud*)
- **Urban and Regional Planning Act No. 3 of 2015**

- Constitution of Zambia, Article 255–257 (Land Principles)

SECTION H: DECLARATION & CONSENT

I hereby confirm that the information provided herein is accurate to the best of my knowledge and that I am submitting this form to seek legal assistance or assessment under Zambian law. I also authorize the legal practitioner to obtain further records relevant to this dispute.

Client Signature: _____

Date: _____

SECTION I: LEGAL OFFICE USE ONLY

Reviewed By (Legal Practitioner): _____

Firm / Chambers: _____

Assessment Summary / Comments:

Next Steps Recommended:

- ☐ Legal Opinion ☐ Demand Letter ☐ Mediation ☐ Court Filing
- ☐ Report to Ministry of Lands / Local Authority
- ☐ Customary dispute resolution (Chief or Headperson)

Practitioner Signature: _____

Date: _____

Official Stamp (if applicable): _____