

REPUBLIC OF ZAMBIA

IN THE [SUBORDINATE COURT/HIGH COURT] FOR ZAMBIA

[DISTRICT/PROVINCE] REGISTRY

LEGAL DEBT CLAIM FORM

*(Form for Filing a Legal Debt Claim in Accordance with the Laws of Zambia)*

A. CLAIMANT DETAILS (CREDITOR)

Full Name / Company Name: \_\_\_\_\_

PACRA Registration No. (if entity): \_\_\_\_\_

NRC (if individual): \_\_\_\_\_

Postal Address: \_\_\_\_\_

Contact Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Represented by (Legal Counsel): \_\_\_\_\_

Legal Practitioner No.: \_\_\_\_\_

B. DEFENDANT DETAILS (DEBTOR)

Full Name / Company Name: \_\_\_\_\_

NRC or PACRA No.: \_\_\_\_\_

Known Address of Debtor: \_\_\_\_\_

Contact (if known): \_\_\_\_\_

C. NATURE OF CLAIM

Type of Debt: | ☐ Loan ☐ Services Rendered ☐ Goods Supplied ☐ Salary Arrears ☐ Other

(specify): \_\_\_\_\_

**Total Amount Claimed (ZMW):** ZMW \_\_\_\_\_

**Interest Rate (if applicable):** \_\_\_\_\_ % per annum (attach agreement)

**Date Debt Arose:** \_\_\_\_\_

**Due Date for Payment:** \_\_\_\_\_

---

## D. BASIS OF CLAIM

(Briefly state the factual and legal basis of the claim)

The Claimant states that the Defendant is indebted in the sum of ZMW \_\_\_\_\_ arising from [contract/loan/agreement/oral arrangement] entered into on or about the \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, and despite formal demand, has failed, neglected or refused to pay the outstanding debt.

(Attach copy of the agreement, invoices, delivery notes, acknowledgment of debt, demand letters, or other evidence.)

---

## E. REMEDIES SOUGHT

☐ Recovery of Debt in the sum of: ZMW \_\_\_\_\_

☐ Accrued Interest (from date): \_\_\_\_ / \_\_\_\_ / \_\_\_\_

☐ Costs of Action: ☐ Yes ☐ No

☐ Any Other Relief: \_\_\_\_\_

---

## F. GOVERNING LAW AND JURISDICTION

This claim is brought under and governed by the laws of the Republic of Zambia, including:

- **Companies Act No. 10 of 2017** (for corporate parties)
- **Courts Act, Cap. 27**

- **Small Claims Courts Act, Cap. 47** (if applicable)
- **Penal Code, Cap. 87** (for suspected fraudulent debt)
- **Contract Law Principles under Common Law and Judicial Precedent**

Jurisdiction is vested in this Honourable Court by virtue of the monetary value and territorial competence as provided under the Subordinate Courts Act or High Court Act, as applicable.

---

## G. DECLARATION

I, the undersigned, being duly authorised on behalf of the Claimant, do hereby declare that the information contained herein is true to the best of my knowledge and belief.

**Name of Declarant:** \_\_\_\_\_

**Position / Title:** \_\_\_\_\_

**Date:** \_\_\_\_ / \_\_\_\_ / \_\_\_\_

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

**Stamp** (if company): \_\_\_\_\_

---

## H. FOR OFFICIAL USE (COURT REGISTRY)

**Date Received:** \_\_\_\_ / \_\_\_\_ / \_\_\_\_

**Receiving Officer:** \_\_\_\_\_

**Reference / Case No.:** \_\_\_\_\_

**Remarks:** \_\_\_\_\_

---

**ATTACHMENTS REQUIRED:**

- Copy of Contract or Agreement (if any)
- Copy of Demand Letter
- Schedule of Account/Invoices
- Debtor Identification (NRC/Company Profile)
- Legal Practitioner's Letter of Authority (if applicable)