

CHILDREN'S ACT 38 OF 2005
REGULATIONS RELATING TO CHILDREN'S COURTS AND INTERNATIONAL CHILD ABDUCTION, 2010

ANNEXURE

Published under

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[with effect from 1 April 2010]

Form No

- 1 Register regarding matters brought to the children's court in terms of section 53 of the Children's Act, 2005 (Act 38 of 2005)
- 2 Bringing matter to children's court in terms of section 53 of the Children's Act, 2005 (Act 38 of 2005)
- 3 Notice to parties to attend a pre-hearing conference in terms of the Children's Act, 2005 (Act 38 of 2005)
- 4 Notice to attend proceedings of the children's court in terms of section 57 of the Children's Act, 2005 (Act 38 of 2005)
- 5 Referral of matter to *family group conference/lay forum in terms of sections 70 and 71 of the Children's Act, 2005 (Act 38 of 2005)
- 6 Subpoena to witness to appear before the children's court in terms of section 59 of the Children's Act, 2005 (Act 38 of 2005)
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- 9 Order of a children's court to carry out an investigation in terms of section 50 of the Children's Act, 2005 (Act 38 of 2005)
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- 12 Summons in contribution or attachment of wages order proceedings
- 13 Notice of hearing of application for variation, suspension, rescission or revival of contribution order or attachment of wages order
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ANNEXURE

FORM 1

REGISTER REGARDING MATTERS BROUGHT TO THE CHILDREN'S COURT IN TERMS OF SECTION 53 OF THE CHILDREN'S ACT,
2005 (ACT 38 OF 2005)

[Regulation 5]

File number:				Entry made by (name of clerk):	Date	Signature
IN THE MATTER OF:						
Full name(s) of child(ren)	Child					
	1					
	2					
	3					
Date of birth	Child					
	1					
	2					
	3					
Gender	Child					
	1					
	2					
	3					
AND:						
Full names of parents/care-givers/guardians						
PARTICULARS OF MATTER:						
Date notice/application is received:						
Reason for notice/application:						
Presiding officer:						
Referred: (Pre-hearing conference/Family group conference/other lay forum)	Yes		No			
	To:					
Date referred:						
Referred back to court:						
Date received back:						
Date of hearing						
Outcome reached:						
Date reached:						
Contribution orders: made/not made/considered	Made		Not made		Under consideration	
Contribution orders under consideration	Made		Not made		Date made/not made	

FORM 2

BRINGING MATTER TO CHILDREN'S COURT IN TERMS OF SECTION 53 OF THE CHILDREN'S ACT, 2005 (ACT 38 OF 2005)

[Regulation 6]

Note:

- 1 Affidavits of other persons or other documentary evidence in support of the matter must be attached.
- 2 Your attention is drawn to the fact that the children's court may adjudicate the matter, refer the matter for mediation to a lay forum or refer the matter for a family group conference. If the matter is referred back to the children's court the clerk will inform you accordingly.

File No:

[If the space provided for in this Form is inadequate, submit information as an Annexure to this Form and sign each page.]

PART A PARTICULARS OF CHILD(REN)	
Surname:	
	Full Names: <i>(state surname of each child as well if surnames are not similar)</i>
	Gender
Child 1	
Child 2	
Child 3	
Child 4	
Child 5	
	ID. No./Date of birth:
Child 1	/ /
Child 2	/ /
Child 3	/ /
Child 4	/ /
Child 5	/ /
Residential address(es): <i>(if the addresses are not the same for each child please indicate the addresses on a separate page)</i>	
Code ()	
Residential telephone number: (if any) <i>(if the numbers are not the same for each child please indicate the numbers on a separate page)</i>	
()	
Cellular number: (if any)	
Child 1	
Child 2	
Child 3	
Child 4	
Child 5	
Physical address (where documents can be served): <i>(if the addresses are not the same for each child please indicate the addresses on a separate page)</i>	
Code ()	
Other relevant information which may assist the court to make a decision regarding the manner in which the matter could best be dealt with in terms of the Children's Act, 2005 (Act 38 of 2005) <i>(such as financial position, availability of transport, socio-economic status, if an interpreter will be needed and if special requirements are needed e.g. wheelchair access)</i>	

PART B PARTICULARS OF *CHILD WHO IS AFFECTED BY OR INVOLVED IN THE MATTER/PERSON *ACTING IN THE INTEREST OF THE CHILD/*ON BEHALF OF THE CHILD WHO CANNOT ACT IN HIS/HER OWN NAME/*MEMBER OF A GROUP OF CLASS OF CHILDREN/*IN THE PUBLIC INTEREST (SECTION 53(2))	
Surname:	
Full names:	
ID. no./ Date of birth:	/ /
Capacity or relationship of person acting in terms of section 53(2):	

Registration number of corporate body: <i>(if applicable)</i>	
Residential address:	
	Code ()
Phone number (h):	()
Cellular phone number:	
Business address:	
	Code ()
Phone number (b):	()
Fax number:	()
Physical address: <i>(where documents can be served)</i>	
	Code ()
E-mail address:	

**PART C
PARTICULARS OF PERSONS HAVING AN INTEREST
IN THE MATTER**

Surname:	
Full names:	
ID. no./Date of birth:	/ /
Place of birth:	
Capacity of person acting in terms of section 53(2)(b)-(e)	
Registration number of corporate body: <i>(if applicable)</i>	
Residential address <i>(if applicable)</i>	
	Code ()
Phone number (h):	()
Cellular phone number:	
Business address:	
	Code ()
Phone number (b):	()
Fax Number:	()
Physical address <i>(where documents can be served)</i> :	
	Code ()
E-mail address:	

**PART D
PARTICULARS OF MATTER**

Nature of matter brought to court: <i>(Please give full details of the matter e.g., registration/ amendment of parenting plans, removal of child to safe care, children in need of care and protection, placement in youth care centres, adoption etc)</i>	
Documents: Are there any documents relating to the matter? <i>(If so please attach)</i> :	

Signed at this day of
..... 20

.....
Signature/thumbprint/mark of person bringing the matter to court

.....
Full names of person witnessing person who made a thumbprint/mark

.....
Signature of witness to thumbprint/mark

FORM 3

NOTICE TO PARTIES TO ATTEND A PRE-HEARING CONFERENCE IN TERMS OF THE CHILDREN'S ACT, 2005 (ACT 38 OF 2005) [Regulation 12]

File No:

REPUBLIC OF SOUTH AFRICA

THE CHILDREN'S COURT FOR THE DISTRICT OF:

.....

HELD AT:

.....

IN THE MATTER:

FULL NAME(S) OF CHILDREN	GENDER	ID NUMBERS/DATE OF BIRTH

Child(ren)
AND

NAME(S) OF OTHER PARTY(IES)	ID NUMBERS/DATE OF BIRTH

Other party(ies) involved

TO:

.....
.....

ADDRESS:

.....
.....
.....
.....
.....
.....

YOU ARE HEREBY REQUIRED:

To attend a pre-hearing conference at on the day of at (time) and on any subsequent day that may be required, regarding the following matter:

.....
.....
.....
.....
.....
.....
.....
.....
.....

Dated at this day of 20

.....
Clerk of the children's court

FORM 4

NOTICE TO ATTEND PROCEEDINGS OF THE CHILDREN'S COURT IN TERMS OF SECTION 57 OF THE CHILDREN'S ACT, 2005 (ACT 38 OF 2005)
 [Regulation 7]

File no

REPUBLIC OF SOUTH AFRICA

IN THE CHILDREN'S COURT FOR THE DISTRICT OF:

.....

HELD AT:

.....

IN THE MATTER OF THE FOLLOWING CHILD(REN):

FULL NAME(S) OF CHILDREN	GENDER	ID NUMBERS/DATE OF BIRTH

TO: (a party in the matter before the children's court/a family member of a child involved in the matter/a person who has another interest in the matter)

.....

ADDRESS:

.....

YOU ARE HEREBY REQUIRED:

To appear before this court at on the day of at (time) and on any subsequent day the court thereafter requires, in respect of the abovementioned child(ren), regarding the following matter:

.....

ATTENDANCE OF CHILDREN REQUIRED:

YES NO

TO THE PERSONS WHO ARE HEREBY GIVEN NOTICE:

- (1) You must attend the proceedings at the place and time aforesaid and must remain in attendance until its conclusion or until excused by the court.
- (2) You must bring the said child(ren) before the court at the abovementioned time and place, except if otherwise directed.
- (3) If you fail to attend the proceedings or to remain in attendance during the proceedings, the court may—
 - (a) issue a warrant for your arrest and in a summary manner inquire into your failure to attend or remain in attendance and, unless you satisfy the court that your failure was not due to fault on your part, sentence you to a fine or to imprisonment; and
 - (b) order you to pay any costs.
- (4) Should legal representation be required it is recommended that this be arranged timeously.
- (5) You must ensure that all your witnesses are present at the proceedings of the hearing. If you wish any witness to be subpoenaed by the court, you are requested to submit full particulars of the witnesses (i.e. full names, identity numbers and physical addresses) to the clerk of the court, within fourteen days before the date of the hearing. The costs of the service of the subpoena of any witness will be borne by the person who requests the subpoena unless, in exceptional cases, the court directs that the state bears such costs.
- (6) Your attention is drawn to the fact that the court may decide to—
 - (a) refer the matter to a family group conference or a lay forum for mediation and that the matter may be referred back to the children's court for a hearing;
 - (b) hold a pre-hearing conference; or
 - (c) hear the matter.

Signed at this day of 20

Clerk of the children's court

PLEASE SEE REVERSE HEREOF
REVERSE SIDE OF FORM 4

**RETURN OF SERVICE
FOR OFFICIAL PURPOSES ONLY**

I, certify that I have—

* delivered a copy of the notice to personally;

or

* offered a copy of the notice to a person apparently not younger than the age of 16 years and apparently residing or employed at the *residence/place of employment/place of business of, since he/she could not conveniently be found and at the same time informing him/her of the nature and exigency thereof;

or

* *affixed/placed a copy of the notice to/in the *outer/principal door/security gate/post box of the *residence/place of employment/place of business of, since he/she prevented the service by keeping his/her *residence/place of employment/place of business closed.

Signed at this day of 20

Signature of sheriff/clerk of the children's court/
person authorised by presiding officer of the children's court

Full first names and surname

(Block letters)

Designation (rank) Ex Officio Republic of South Africa

Business address Code

(Street address must be stated)

FORM 5
REFERRAL OF MATTER TO *FAMILY GROUP CONFERENCE/LAY FORUM IN TERMS OF SECTIONS 70 AND 71 OF THE CHILDREN'S ACT, 2005 (ACT 38 OF 2005)
 [Regulations 13 and 14]

File no

REPUBLIC OF SOUTH AFRICA

A	REFERRAL TO *FAMILY GROUP CONFERENCE/*LAY FORUM
----------	--

I,, presiding officer of the children's court at
 In the matter between:

FULL NAME(S) OF CHILDREN	GENDER	ID NUMBERS/DATE OF BIRTH

Child(ren)
AND

NAME(S) OF OTHER PARTY(IES)	ID NUMBERS/DATE OF BIRTH

Other party(ies) involved

Hereby refer the matter in terms of section *70/71 of the Children's Act, 2005 (Act 38 of 2005) *to a family group conference/lay forum:

 (name, address, tel. no of facilitator/lay forum)

Reasons for referral:

Signed at this day of 20

.....
Presiding officer of the children's court

B	REFERRAL OF MATTER TO CHILDREN'S COURT
----------	---

I, in my capacity as *facilitator of the family group conference/chairperson of the lay forum held at on to which the abovementioned matter was referred, hereby refer the matter back to the children's court for the following reasons:

.....

Signed at this day of 20

.....
**Facilitator: Family Group Conference/Chairperson: Lay forum*

FORM 6

SUBPOENA TO WITNESS TO APPEAR BEFORE THE CHILDREN'S COURT IN TERMS OF SECTION 59 OF THE CHILDREN'S ACT, 2005 (ACT 38 OF 2005)

[Regulation 9]

File no

REPUBLIC OF SOUTH AFRICA

IN THE CHILDREN'S COURT FOR THE DISTRICT OF:

.....

HELD AT:

.....

In the matter of an inquiry in terms of section 59 of the Children's Act, 2005 (Act 38 of 2005), in connection with the following child(ren):

FULL NAME(S) OF CHILDREN	GENDER	DATE OF BIRTH BIRTH

TO:

.....

ADDRESS:

.....

1. You are hereby required to appear as a witness before the court at the request of:

- (a) The presiding officer of the court.
- (b) The child or a person whose rights may be affected by an order of the court.
- (c) The legal representative of a person referred to in (b).

2. You are hereby further required:

- (a) to appear before this court at on the day of at (time) and on any subsequent day to which the hearing may be postponed to give evidence at this inquiry
- (b) produce the following books or documents:
 - (i)
 - (ii)
 - (iii)
 - (iv)
 - (v)

Dated at this day of 20

.....
 Clerk of the children's court

NOTE:

- A person subpoenaed by the court and who complies with the subpoena is entitled to witness fees from state funds.
- A person subpoenaed at the request of the child or a person whose rights may be affected by an order of the court, or the legal representative of the child or a person whose rights may be affected by an order of the court, is not entitled to witness fees from state funds, except if the presiding officer of the court so orders.
- If you fail to obey this subpoena, a warrant for your arrest may be issued and, unless you can satisfy the court that your failure was not due to fault on your part you may be sentenced to a fine or to imprisonment.

PLEASE SEE REVERSE HEREOF
 REVERSE SIDE OF FORM 6

RETURN OF SERVICE FOR OFFICIAL PURPOSES ONLY

I,, certify that I have—

- * delivered a copy of the subpoena to personally;

or

- * offered a copy of the subpoena to
a person apparently not younger than the age of 16 years and apparently residing or employed at the *residence/place of employment/place
of business of
since he/she could not conveniently be found and at the same time informing him/her of the nature and exigency thereof;

or

- * *affixed/placed a copy of the subpoena to/in the *outer/principal door/security gate/post box of the *residence/place of employment/place of
business of
since he/she prevented the service by keeping his/her *residence/place of employment/place of business closed.

Signed at this day of
..... 20

.....
*Signature of sheriff/clerk of the children's court/
person authorised by presiding officer of the children's court*

Full first names and surname
.....
(Block letters)

Designation (rank) Ex Officio Republic of South Africa

Business address Code
.....
(Street address must be stated)

FORM 7

MEDICAL REPORT AND AGE ASSESSMENT OF CHILD IN TERMS OF SECTION 48(2) OF THE CHILDREN'S ACT, 2005 (ACT 38 OF 2005)

[Regulation 10(2)]

A MEDICAL REPORT OF PERSON WHOSE AGE IS ESTIMATED

I PERSONAL PARTICULARS											
Surname:											
Full names:											
Gender:											
Residential address:											
		Code ()									
Phone number(h)		()									
II MEDICAL PARTICULARS											
General											
Height						Weight					
Condition of											
Lungs:											
Heart:											
Teeth:											
Apparent impairment: Indicate degree											
Sight:											
Hearing:											
Speech:											
Orthopedic:											
Neurological:											
Intellectual:											
Other											
Presence of any diseases:		Yes		No		Presence of any infections:		Yes		No	
If 'Yes' to presence of any disease/ infection/ injury, specify:											
Physical development according to *his/her age:	Normal	Abnormal	If abnormal: specify								
Nutrition:	Adequate	Deficient	If deficient: specify								

Vaccinations:	Yes	No	If 'No': Specify
Substance abuse:	Yes	No	If 'Yes': Specify
Other observations:	Yes	No	If 'Yes': Specify
Medical or other treatment required or recommended:	Yes	No	If 'Yes': Specify

Date Place

Medical Practitioner

D.S. Ref No.:

B MEDICAL ASSESSMENT OF AGE

Surname:	
Full names:	
ASSESSMENT	
Height:	
Weight:	
Breasts:	
Molar teeth:	
Pubic hair:	
Auxiliary	
Facial:	
Genitals:	

OPINION

On the grounds of the above-examination, and *his/her general appearance, dressed and undressed, *his/her—
 (a) age is assessed at being between and
 Most probable age

(b) possible date of birth, taking the above-mentioned into account, could be:
REMARKS:

Date Place

Medical Practitioner

FORM 8
COURT CERTIFICATE OF ESTIMATED AGE OF CHILD
 [Regulation 10(5)]

File No.:

REPUBLIC OF SOUTH AFRICA
CONFIDENTIAL

IN THE CHILDREN'S COURT FOR THE DISTRICT OF:

HELD AT:

TO: DEPARTMENT OF HOME AFFAIRS

CERTIFICATE

It is hereby certified that the *age(s) of the *child(ren) mentioned hereunder *has/have been estimated/confirmed to be as indicated by the corresponding *date(s) of birth provided below:

NAME	GENDER	DATE

The estimate was made in terms of section 48(2) of the Children's Act, 2005 (Act 38 of 2005) for the purposes of *a children's court inquiry/adoption proceedings where such age is a relevant fact. The confirmed age was based on sufficient evidence available.

.....
Date

.....
Presiding officer of the children's court

Note:

This document is not an official birth certificate.

FORM 9

ORDER OF A CHILDREN'S COURT TO CARRY OUT AN INVESTIGATION IN TERMS OF SECTION 50 OF THE CHILDREN'S ACT, 2005 (ACT 38 OF 2005)

[Regulation 11]

File No:

REPUBLIC OF SOUTH AFRICA

THE CHILDREN'S COURT FOR THE DISTRICT OF:

.....

HELD AT:

.....

IN THE MATTER:

FULL NAME(S) OF CHILDREN	GENDER	ID NUMBERS/DATE OF BIRTH

Child(ren)
AND

NAME(S) OF OTHER PARTY(IES)	ID NUMBER(S)/DATE OF BIRTH

Other party(ies) involved

TO:

.....
.....

ADDRESS:

.....
.....
.....
.....
.....
.....

YOU ARE HEREBY REQUIRED:

To carry out an investigation or further investigation that may assist this court in deciding the matter at hand as provided for in section 50 of the Children's Act, 2005 (Act 38 of 2005); and

To furnish this court with a report and a recommendation as provided for in regulation 11(5) of the Regulations relating to Children's Courts and International Child Abduction, 2009 [sic] within the period as specified in regulation 11(6) of the Regulations relating to Children's Courts and International Child Abduction, 2009 [sic].

Signed at this day of 20

.....
Presiding officer of the children's court

FORM 10

APPLICATION FOR THE RETURN OF A CHILD WRONGFULLY REMOVED/RETAINED IN TERMS OF THE HAGUE CONVENTION ON THE CIVIL ASPECTS OF INTERNATIONAL CHILD ABDUCTION

[Regulation 15]

REPUBLIC OF SOUTH AFRICA

File No:

A		DETAILS OF THE APPLICANT																
Surname																		
Full names:																		
ID. no./Date of birth:																	/	/
Nationality:																		
Occupation:																		
Relationship to child:																		
Residential address:																		
Phone number (h):		()																
Business address:																		
Phone number (b):		()																
Cellular number:																		
Fax number:		()																
E-mail address:																		
B		DETAILS OF THE ATTORNEY (IF ANY)																
Name and surname:																		
Name of firm:																		
Business address:																		
Phone number:		()																
Fax number:		()																
C		DETAILS OF CHILD <i>(If more than one child, continue on separate page)</i>																
Surname:																		
Full names:																		
ID. no./Date of birth:																	/	/
Place of birth:																		
Country of habitual residence: <i>(immediately before removal)</i>																		
Indicate whether child holds his/her own passport or if child is included on mother's or father's passport:		<input type="checkbox"/> Own Passport <input type="checkbox"/> Mother's Passport <input type="checkbox"/> Father's Passport																

Passport number:																	
Nationality:																	
Physical description of child: <i>(please enclose a recent photograph)</i>																	

D	DETAILS OF PARENTS															
----------	---------------------------	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

I. MOTHER								II. FATHER							
Surname:								Surname:							
Full names:								Full names:							
Identity number/ Date of birth:								Identity number/ Date of birth:							
Passport number:								Passport number:							
Nationality:								Nationality:							
Habitual residence:								Habitual residence:							
	Code ()								Code ()						
Phone number (h):	()							Phone number (h):	()						
Cellular number:								Cellular number:							
E-mail address:								E-mail address:							
Occupation:								Occupation:							
Business address:								Business address:							
	Code ()								Code ()						
Phone number (b):	()							Phone number (b):	()						
Fax number:								Fax number:							

III. DETAILS OF MARRIAGE															
---------------------------------	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Date of Marriage:	/ /							Place of marriage:							
Date of divorce: <i>(if applicable)</i>	/ /							Place of divorce: <i>(if applicable)</i>							

E	DETAILS OF PERSON WHO HAS TAKEN OR RETAINED CHILD															
----------	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Surname:																	
Full names:																	
Identity number/ Date of birth:																	/ /
Passport number:																	
Nationality:																	
Occupation:																	
Relationship to child:																	

Physical description of person: <i>(please enclose a recent photograph)</i>	
Last known residential address: <i>(in the country in which this person now resides)</i>	
Last known residential phone number: <i>(in the country () in which this person now resides)</i>	
Last known business address: <i>(in the country in which this person now resides)</i>	
Last known business telephone number: <i>(in the country () in which this person now resides)</i>	
Last known cellular number:	
Last known fax number: <i>(in the country () in which this person now resides)</i>	
Last known e-mail address: <i>(in the country in which this person now resides)</i>	
F	PLACE WHERE THE CHILD IS THOUGHT TO BE
Present address of the child if different to those of the person who has taken the child:	

Details of other persons in the country to which the child has been taken who might be able to supply additional information on the whereabouts of the child: <i>(e.g. names, address, telephone numbers, relationship to the child or taker of the child)</i>	

G	BRIEF DETAILS OF THE TIME, DATE, PLACE AND CIRCUMSTANCES OF THE REMOVAL FROM THE REPUBLIC OR THE RETENTION OF THE CHILD ABROAD
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H	DETAILS OF COURT PROCEEDINGS THAT HAVE TAKEN PLACE/ARE TAKING PLACE <i>(Provide details of names of parties, name of court, case number (if known) and the stage reached)</i>
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The Republic:	
Outside the Republic:	

I	EVIDENCE THAT THE APPLICANT HAD RIGHTS OF CUSTODY IN RESPECT OF THE CHILD AND WAS EXERCISING THOSE RIGHTS AT THE TIME OF THE REMOVAL		
J	OTHER RELEVANT INFORMATION		
Please indicate whether the applicant is prepared to travel to the country to which the child has been taken, both to attend the court hearing if necessary, and to collect the child should the application be successful or indicate any other person who could do so on their behalf:		Yes	No
Does the applicant wish an application to be made to overseas court for an order to be made that the person who has taken the child meet any additional costs incurred by them e.g. air fares (<i>Hague Convention on the Civil Aspects of International Child Abduction only</i>):		Yes	No

.....
Signature of applicant or his or her attorney

.....
 Date

.....
Signature and date stamp of the Central Authority of the Republic

FORM 11

APPLICATION FOR ACCESS TO A CHILD WRONGFULLY REMOVED/RETAINED IN TERMS OF THE HAGUE CONVENTION ON THE CIVIL ASPECTS OF INTERNATIONAL CHILD ABDUCTION

[Regulation 16(1)]

REPUBLIC OF SOUTH AFRICA

File No:

A	DETAILS OF THE APPLICANT												
Surname													
Full names:													
ID. no./Date of birth:													/ /
Nationality:													
Occupation:													
Relationship to child:													
Residential address:													
Phone number (h):	()												
Business address:													
Phone number (b):	()												
Cellular number:													
Fax number:	()												
E-mail address:													
B	DETAILS OF THE ATTORNEY (IF ANY)												
Name and surname:													
Name of firm:													
Business address:													
Phone number:	()												
Fax number:	()												
													Code ()
C	DETAILS OF CHILD <i>(If more than one child, continue on separate page)</i>												
Surname:													
Full names:													
Identity number/ Date of birth:													/ /
Place of birth:													
Country of habitual residence: <i>(immediately before removal)</i>													

Indicate whether child holds his/her own passport or if child is included on mother's or father's passport:	<input type="checkbox"/> Own Passport <input type="checkbox"/> Mother's Passport <input type="checkbox"/> Father's Passport													
Passport number:														
Nationality:														
Physical description of child: <i>(please enclose a recent photograph)</i>														
D	DETAILS OF PARENTS													
I. MOTHER						II. FATHER								
Surname:						Surname:								
Full names:						Full names:								
Identity number/ Date of birth:						Identity number/ Date of birth:								
Passport number:						Passport number:								
Nationality:						Nationality:								
Habitual residence:						Habitual residence:								
	Code ()						Code ()							
Phone number (h):	()					Phone number (h):	()							
Cellular number:						Cellular number:								
E-mail address:						E-mail address:								
Occupation:						Occupation:								
Business address:						Business address:								
	Code ()						Code ()							
Phone number (b):	()					Phone number (b):	()							
Fax number:						Fax number:								
III. DETAILS OF MARRIAGE														
Date of Marriage:	/ /					Place of marriage:								
Date of divorce: <i>(if applicable)</i>	/ /					Place of divorce: <i>(if applicable)</i>								

E	DETAILS OF PERSON (WITH) WHOM CHILD IS THOUGHT TO BE												
Surname:													
Full names:													
Identity number/ Date of birth:													/ /
Passport number:													
Nationality:													
Occupation:													
Relationship to child:													
Physical description of person: <i>(please enclose a recent photograph)</i>													
Last known residential address: <i>(in the country in which this person now resides)</i>													
Last known residential phone number: <i>(in the country in which this person now resides)</i>													
Last known business address: <i>(in the country in which this person now resides)</i>													
Last known business telephone number: <i>(in the country in which this person now resides)</i>													
Last known cellular number:													
Last known fax number: <i>(in the country in which this person now resides)</i>													
Last known e-mail address: <i>(in the country in which this person now resides)</i>													

F PLACE WHERE THE CHILD IS THOUGHT TO BE	
Present address of the child if different to those of the person who has taken the child:	
Details of other persons in the country to which the child has been taken who might be able to supply additional information on the whereabouts of the child: (e.g. names, address, telephone numbers, relationship to the child or taker of the child)	
G BRIEF DETAILS OF THE TIME, DATE, PLACE AND CIRCUMSTANCES OF THE REMOVAL FROM THE REPUBLIC OR THE RETENTION OF THE CHILD ABROAD	
H DETAILS OF COURT PROCEEDINGS THAT HAVE TAKEN PLACE/ARE TAKING PLACE <i>(Provide details of names of parties, name of court, case number (if known) and the stage reached)</i>	
The Republic:	

Outside the Republic:	

I	FACTUAL OR LEGAL GROUNDS JUSTIFYING THE REQUEST

J	ARRANGEMENTS	
	Please indicate whether the applicant is prepared to travel to the country to which the child has been taken, to attend the court hearing if necessary.	Yes
		No

.....
Signature of applicant or his or her attorney

.....
 Date

.....
Signature and date stamp of the Central Authority of the Republic

FORM 12
SUMMONS IN CONTRIBUTION OR ATTACHMENT OF WAGES ORDER PROCEEDINGS
[Regulation 36(1)]

File No:

REPUBLIC OF SOUTH AFRICA

IN THE CHILDREN'S COURT FOR THE DISTRICT OF:

.....

HELD AT:

.....

TO:

.....

(respondent)

OF:

.....

YOU ARE HEREBY summonsed to appear before this court, and to bring proof of your income, at (time)
on the day of to
show cause why a *contribution order/attachment of wages order should not be made against you in terms of section 161 of the Children's Act, 2005
(Act 38 of 2005), in respect of the maintenance of

.....

.....

.....

.....

(full name(s) of child(ren))

on the grounds set out in the particulars endorsed hereunder.

PARTICULARS OF GROUNDS OF ALLEGED LIABILITY:

.....

.....

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.....

NOTE

If you fail to obey this summons to attend the hearing or to remain in attendance during the hearing, the court may issue a warrant for your arrest
and in a summary manner inquire into your failure to attend or remain in attendance and, unless you satisfy the court that your failure was not due
to fault on your part, sentence you to a fine or to imprisonment.

PLEASE SEE REVERSE HEREOF

REVERSE OF FORM 12

RETURN OF SERVICE
FOR OFFICIAL PURPOSES ONLY

I,, certify that I have—

* delivered a copy of the summons to personally;

or

* offered a copy of the summons to
a person apparently not younger than the age of 16 years and apparently residing or employed at the *residence/place of employment/place
of business of
since he/she could not conveniently be found and at the same time informing him/her of the nature and exigency thereof;

or

* *affixed/placed a copy of the summons to/in the *outer/principal door/security gate/post box of the *residence/place of employment/place of business of , since he/she prevented the service by keeping his/her *residence/place of employment/place of business closed.

Signed at this day of..... 20

.....
Signature of sheriff/clerk/person authorised by Presiding Officer

Full first names and surname
(Block letters)

Designation (rank) Ex Officio Republic of South Africa

Business address Code
(Street address must be stated)

FORM 13

NOTICE OF HEARING OF APPLICATION FOR VARIATION, SUSPENSION, RESCISSION OR REVIVAL OF CONTRIBUTION OR ATTACHMENT OF WAGES ORDER

[Regulation 36(2)(a)]

File No:

REPUBLIC OF SOUTH AFRICA

IN THE CHILDREN'S COURT FOR THE DISTRICT OF:

.....

HELD AT:

.....

IN THE MATTER of *a contribution order/an order for the attachment of wages for the maintenance of:

.....

.....

(full name(s) of child(ren))

TO:

.....

(respondent)

ADDRESS:

.....

.....

TAKE NOTICE that application for the *variation/suspension/rescission/revival of the *contribution order/order for the attachment of wages made by the court against you at on for the maintenance of the abovementioned *child(ren) will be heard before this court on the day of at

Dated at this day of 20

.....

Clerk of the Children's Court

NOTE

If you fail to obey this summons to attend the hearing or to remain in attendance during the hearing, the court may issue a warrant for your arrest and in a summary manner inquire into your failure to attend or remain in attendance and, unless you satisfy the court that your failure was not due to fault on your part, sentence you to a fine or to imprisonment.

PLEASE SEE REVERSE HEREOF

REVERSE OF FORM 13

RETURN OF SERVICE FOR OFFICIAL PURPOSES ONLY

I,, certify that I have—

* delivered a copy of the notice to personally;

or

* offered a copy of the notice to a person apparently not younger than the age of 16 years and apparently residing or employed at the *residence/place of employment/place of business of since he/she could not conveniently be found and at the same time informing him/her of the nature and exigency thereof;

or

* *affixed/placed a copy of the notice to/in the *outer/principal door/security gate/post box of the *residence/place of employment/place of business of since he/she prevented the service by keeping his/her *residence/place of employment/place of business closed.

Signed at this day of
..... 20

.....
*Signature of sheriff/clerk/
person authorised by presiding officer of the children's court*

Full first names and surname
(Block letters)

Designation (rank) Ex Officio Republic of South Africa

Business addressCode
(Street address must be stated)

FORM 14

APPLICATION FOR THE VARIATION, SUSPENSION, RESCISSION OR REVIVAL OF CONTRIBUTION OR ATTACHMENT OF WAGES ORDER

[Regulation 36(2)(b)]

File No:

REPUBLIC OF SOUTH AFRICA

TO THE CLERK OF THE CHILDREN'S COURT FOR THE DISTRICT OF:

.....

HELD AT:

.....

FROM:

.....

(respondent)

OF:

.....

.....

.....

I HEREBY APPLY for the *variation/suspension/rescission/revival of the *contribution order/order for the attachment of wages made by the court against me at the day of 20..... for the maintenance of my child(ren):

.....

.....

.....

.....

GROUND(S) FOR APPLICATION:

.....

.....

.....

.....

Dated at this day of 20

.....

Respondent

FORM 15
CONTRIBUTION ORDER
[Regulation 36(4)]

File No:

REPUBLIC OF SOUTH AFRICA

IN THE CHILDREN'S COURT FOR THE DISTRICT OF:

.....

HELD AT:

.....

IN THE MATTER OF A CONTRIBUTION ORDER FOR THE MAINTENANCE OF:

.....

.....

(full name(s) of child(ren))

BY:

.....

.....

(respondent)

BEFORE: (presiding officer of the children's court) on the day of 20..... After hearing the evidence adduced and the court being satisfied that a contribution order has to be made against the said respondent in terms of section 161 of the Children's Act, 2005 (Act 38 of 2005).

IT IS ORDERED THAT:

(respondent) contribute *weekly/monthly towards the maintenance of the said child(ren) the amount of R with effect from

The first payment to be made on:

.....

and thereafter on:

.....

Payments must be made to the following person/institution:

.....

Signed at this day of 20

.....

Presiding officer of the Children's Court

NOTICE

The said respondent must in terms of section 166 of the Children's Act, 2005 (Act 38 of 2005) without delay give notice in writing to the clerk of the children's court of any change in his or her residential address or place of work, failing which he or she shall be liable on conviction to a fine or to imprisonment for a period not exceeding twelve months or to both such fine and imprisonment.

FORM 16
ORDER TO AN EMPLOYER TO DEDUCT AN AMOUNT FROM A RESPONDENT'S WAGES
[Regulation 36(6)]

File No:

REPUBLIC OF SOUTH AFRICA

IN THE CHILDREN'S COURT FOR THE DISTRICT OF:

.....

HELD AT:

.....

TO:

.....

(name of employer)

TAKE NOTICE:

A contribution order for R per *week/month has been made against (full name of respondent) in terms of section 161 of the Children's Act, 2005 (Act 35 of 2005), for the maintenance of *his/her child(ren).

IT IS HEREBY ORDERED THAT—

In payment of the contribution order made against the said respondent, you deduct *weekly/monthly an amount of R from the wages of the said respondent and pay it forthwith to the following person/institution:

.....

GIVEN at this day of 20

.....
Presiding officer of the children's court

FORM 17
RECORD OF PROCEEDINGS IN THE CHILDREN'S COURT IN TERMS OF THE CHILDREN'S ACT, 2005 (ACT 38 OF 2005)
[Regulation 33]

File No:

REPUBLIC OF SOUTH AFRICA

IN THE CHILDREN'S COURT FOR THE DISTRICT OF:

HELD AT:

IN THE MATTER OF PROCEEDINGS OF THE CHILDREN'S COURT, IN TERMS OF THE CHILDREN'S ACT, 2005, IN RESPECT OF THE FOLLOWING CHILD(REN):

Table with 5 columns: FULL NAME(S) OF CHILD(REN), GENDER, ID NUMBERS/DATE OF BIRTH, PRESENT AT PROCEEDINGS, NOT PRESENT AT PROCEEDINGS

BEFORE PRESIDING OFFICER:

On the day of..... 20

The above-mentioned child(ren) was/were—

[] brought before the court [] not brought before the court

Reasons why the child(ren) was/were not brought before the court:

AND THERE APPEARED:

Social worker:

Interpreter:

Clerk of the court:

Mother/Guardian/caregiver:

Father/Guardian/caregiver:

Respondent:

Party(ies) allowed to join proceedings:

Legal representative(s):

Witnesses:

THE FOLLOWING EVIDENCE WAS ADDUCED:

.....
.....
.....
.....
.....

FINDING/ORDER:

.....
.....
.....
.....
.....

.....
Signature of presiding officer

FORM 18
STATISTICS IN TERMS OF THE CHILDREN'S ACT, 2005 (ACT 38 OF 2005)
 [Regulation 34]

PERIOD FOR WHICH STATISTICS ARE SUBMITTED

FROM **TO**

Actions	Eastern Cape	Free State	Gauteng	Limpopo	Mpumalanga	North West	Northern Cape	KwaZulu-Natal	Western Cape	Grand Total
No. of adoptions:										
No. of inter-country adoptions:										
No. of children found in need of care:										
No. of children placed into foster care:										
No. of children receiving protection and alternative care orders (including kinship care, places of safety, children's homes and places of care):										
Parental rights and responsibilities: No. of applications for access:										
No. of parenting plans registered:										
No. parenting plans varied										
No. of interdicts applied for and granted:										
No. of auxiliary orders applied for and granted:										
No. of monitoring orders made:										
No. of lay forums ordered:										
No. of pre-hearing conferences ordered:										
No. of family group conferences ordered:										
No. of lay forums held:										
No. of pre-hearing conferences held:										
No. of family group conferences held:										
No. of children legally represented by Legal Aid Board:										
No. of investigations and professional reports ordered (including from a medical doctor, psychologist, social worker, SAPS and educator):										
No. of cost orders:										

Actions	Eastern Cape	Free State	Gauteng	Limpopo	Mpumalanga	North West	Northern Cape	KwaZulu-Natal	Western Cape	Grand Total
No. of applications made to have rights enforced:										
No. of applications made to have the outcome of mediation in terms of section 21:										
No. of applications made to the children's court to have a PRR agreement made an order of court:										
No. of applications made to the children's courts to amend/terminate a PRR agreement:										
No. of applications made for assignment of care or contact:										
No. of applications made by a biological father to have paternity confirmed:										
No. of applications made for the termination/extension/suspension/restriction of parental rights and responsibilities:										
No. of applications made to have parenting plan made a court order:										
No. of applications made to amend/terminate parenting plan:										
No. of applications made to adjudicate care and contact disputes:										
Total										