

# **CHECKLIST FOR APPLICATIONS FOR LEGAL PROCEEDINGS**

## **a) BY LESSEE**

- ☐ Certified True Copy of Lease (1 week old)
- ☐ Covering Letter
- ☐ Land rent paid
- ☐ City rate paid
- ☐ Fees Paid

## **b) BY THIRD PARTY**

- ☐ Covering Letter
- ☐ Evidence of Claim
- ☐ Fees Paid