



JUDICIARY OF KENYA
ELDORET LAW COURTS

NOTICE

FROM: CHIEF MAGISTRATE
TO: ALL COURT USERS (HIGH COURT, ELC, ELRC,
AND CM'S COURT)
DATE: 25TH March 2020
SUBJECT: COURT OPERATIONS IN MITIGATION OF THE COVID-19

KINDLY TAKE NOTE that we have developed the following guidelines to mitigate the effects of COVID-19 to our clients;

1. Bond/ cash bail for 350 remandees have either been reduced or substituted with free bond for non-capital offenses. A list of reviewed bond/cash bail is available at the court premises or in our Facebook page <https://www.facebook.com/EldoretLawCourts>
2. Deposit of cash bail can be done through our Mpesa line as follows;
 - a) Go to pay bill and type **522537** then press okay button.
 - b) The account number is **2235** followed by the case number without

spacing. For example, if the case is **CR 457/2020**, type the account number as **2235CR457/2020** then press the okay button (***PLEASE NOTE THAT THE ACCOUNT IS DIFFERENT FROM THE FEES PAYMENT***).

- c) The recipient should read as “Eldoret law court deposit account”.
- d) Forward the received message above(no.C) to our customer care number 0771371600
- e) Administration will process release upon verification.

3. Processing of bond shall be guided by our customer care service (**0771371600**). Before calling, kindly ensure that you have the following documents;

- a) Original title deed or logbook or payslip
- b) Original identity card or passport
- c) An order for verification which shall be readily available at Eldoret G.K Prison (Main and Women) and Juvenile Remand Home at their respective barrier main gates. Contact Mr. Benard **0704192710(Main Prison)**, Beatrice **0725370841 (Women Prison)** and Mr. Morris **0726729489 (Juvenile Remand Home)**.
- d) Verification of surety documents shall be done by DCIO through mobile number **0733414440**.
- e) The D.C.I.O will forward the verified documents to the Court Administrator who SHALL notify the proposed Surety of the date for

examination by the Duty Court.

4. Remandees granted free bond to contact Customer care through mobile number 0771371600. Kindly ensure that you have an original ID and where necessary a letter from the area chief.
5. Warrants of arrest executed by police will be handled by the duty judge or magistrate. Kindly call the customer care for further directions. **(0771371600).**
6. The duty Courts shall only handle pleas for serious matters under the following guidelines;
 - a) Call the customer care before the plea is admitted **(0771371600).**
 - b) The suspect must be examined for COVID-19 by a public hospital, most preferably M.T.R.H - Eldoret before plea.
 - c) The suspect and the accompanying officer must wear masks before entry into the Court premises.
7. Miscellaneous Applications will be guided by customer care via **0771371600.**
8. Civil matters under extreme urgency shall be handled by our customer care and in case one is given audience, you must wear a mask. The following are

guidelines in filing urgent civil matters;

- a) Scan the application plus all annexures into PDF and send it to eldoretefiling@court.go.ke.
 - b) A court assistant will assess the fees, assign a number and revert through same email.
 - c) Pay through our Mpesa account as follows;
 - i. Go to Paybill and type **522537** then press the OK button
 - ii. Account number is **7235**. For example, if your case is number is **CC 200/2020**, type **7235CC200/2020**(PLEASE NOTE **THAT THERE IS NO SPACING**). Confirm the details before pressing okay button.
 - iii. The recipient name should be “Eldoret law courts revenue account”
 - iv. Forward the message to the email address eldoretefiling@court.go.ke.
 - v. The station accountant shall verify the payment by checking the station bank statement.
 - vi. Upon verification, confirmation or decline message shall be communicated to you through the same email.
9. Where necessary, the customer care may conduct video conferencing via skype.

10. All calls to our customer care shall only be received within working hours,
8.00 a.m to 5.00 p.m.

NB:

- ❖ These measures are temporary and may change from time to time.
- ❖ Most importantly, members of the public are warned that this message may be distorted by crooks especially on the part of Mpesa line and to this end take adequate precautions on the name of Mpesa recipient.
- ❖ Take note that the Court WILL NOT be responsible for any wrong payment.

We highly regret the inconveniences caused and welcome any suggestions that may assist us to serve you better through our email(eldoretefiling@court.go.ke)

***“Please stay at home and save our country from the ticking time bomb and
above all, let’s keep praying for our beloved Nation.”***

**L. KASSAN,
CHIEF MAGISTRATE,
ELDORET.**