

ATTENDANCE SHEET FOR APPEARANCE OF THE LEGAL AID COUNSEL IN THE COURT OF SHRI/SMTI _____

JUDGE/CJM/MUNSIF/JUDICIAL MAGISTRATE _____ FOR THE MONTH OF _____ 20

Name of Legal Aid Counsel :

Sl.No.	Name of UTP's and applicant	Name of parties	Case reference	Reference of the Appointment letter	Status of the case	Date of hearing and attendance	Countersignature of the Magistrate or Court	Remarks

Copy forwarded to;

1. The Registrar General, High Court of Meghalaya, Shillong
2. The Member Secretary, MSLSA, Shillong
3. The Secretary, District Legal Services Authority _____

Signature of Legal Aid Counsel

NB : This is compulsory for every Legal Aid Counsel to submit this monthly attendance sheet to the MSLSA for monitoring the cases.