

**COUNTY GOVERNMENT OF VIHIGA**



**OFFICE OF THE COUNTY ATTORNEY  
COUNTY GOVERNMENT OF VIHIGA  
P.O BOX 344-50300  
MARAGOLI**

**NOTIFICATION FOR SUBMISSION OF INFORMATION**

In compliance with Section 28 of the Office of the County Attorney Act, the Office of the County Attorney is in the process of conducting a legal audit for the County Government.

To come up with a comprehensive legal audit report, information from external advocates retained to represent the County Government in various suits is required.

The affected advocates are kindly invited to submit the following information urgently:-

- a. Written status reports of cases handled to include subject matter and the County Government department involved;
- b. Court attendances and the next hearing date;
- c. Instruction note and/or documentation supporting retention;
- d. Fees demanded/paid and balance;
- e. If case concluded avail copies of judgment/ruling; and
- f. Brief advisory/statement on the way forward.

Advocates/parties who have valid claims against the County Government and have served demand notices but not filed claims in courts of law are equally invited to submit their respective demands in the same format (with the required modification).

This information should be sent to the undersigned by hand/courier in an envelope that is clearly marked indicating the name of the Firm/party, postal and residential addresses, email, phone contacts and the case number to the address below before close of business **24<sup>th</sup> January 2022**.

**County Attorney  
Office of the County Attorney  
County Government of Vihiga  
P.O Box 344-50300  
Maragoli, Kenya  
[vihigacountyattorney@gmail.com](mailto:vihigacountyattorney@gmail.com)**