



P.O. Box 8795 Mbabane, Swaziland
Tel: 2404 9829 / 2404 9125 / 2404 7625
Fax: +268 2404 9374
Email: humanrightscommissionsd@gmail.com

DECLARATION GUIDELINES SECTION 241 (1), THE CONSTITUTION OF THE KINGDOM OF ESWATINI ACT NO. 1 OF 2005

The following guidelines provide minimum required documents to be attached to the Declaration Form.

FINANCIAL STATEMENTS

1. Income: (Salary; Allowances; Director's fees; Dividends; Pecuniary gifts; Insurance compensations; Revenue from sale or lease of property etc.)

** Provide necessary documents*

2. Insurance Policies – *certified copy of policy document.*

3. Investments: (Stanlib/African Alliance or other similar institutions; foreign investments

**provide copy of current statements or supporting documents*

4. Shares in companies – provide copies of share certificates

5. Partnership – provide copy of partnership agreement

6. Businesses: (Rented houses/flats; Shopping complex; Shop; Mill (sigayo); Bottle store; Butchery; Boutique; Hair dressing salon; Money lending etc)

** The list is not limited to the businesses mentioned. Provide documents of property or businesses.*

BANK ACCOUNTS AND CASH

1. Cash at bank – current bank statements of all accounts held.

ASSETS

IMMOVABLE ASSETS

- Farm and improvements
- Homestead on Swazi nation land (*description of type of house/s*)
- Plot and improvements thereon.

Copy of Title Deed /Deed of sale.

MOVABLE ASSETS

1. Motor vehicles

- *Copy of blue book and estimated value.*

2. Livestock (Cattle, goats, sheep and chickens etc).

**provide proof including place where they are kept.*

3. Machinery and equipment.

**provide description and location of equipment and necessary documents)*

4. Household goods and other valuables e.g furniture and jewellery

DEBTORS

All monies owed to declarant.

**provide supporting documents if any*

LIABILITIES

Bonds; Housing loan; Motor vehicle loans; Credit cards; Personal loans; Bank overdraft; Hire purchases

** provide current statements.*