



Munee Katu  
& Associates Co. Advocates

# COMPANY PROFILE

2025



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+254 729 305 525  
2nd floor, YusufAli Trust  
Building , Moi Avenue .

Website :  
[muneekatuadvocates.co.ke](http://muneekatuadvocates.co.ke)

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2026

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# ABOUT US

Munee Katu and Associates Company Advocates is a premier full-service law firm based in the heart of Mombasa Business District , at YusufAli Trust Building, 2nd Floor , Moi Avenue .

Founded on the principles of excellence, integrity, and innovation, we are committed to delivering tailored legal solutions that help our clients thrive in an increasingly complex legal and regulatory environment.

With over a decade of practice, our firm has developed a reputation for delivering results with efficiency and strategic insight. We bring together a multidisciplinary team of advocates, legal consultants, and paralegals with diverse expertise — allowing us to handle both routine legal matters and highly complex transactions and litigation.

# OUR VISION

To be the leading law firm in Kenya and the wider East African region — recognized for our innovation, thought leadership, and commitment to shaping a just, progressive, and business-friendly legal environment.

# OUR MISSION

To deliver high-quality, client-centered legal services with integrity, professionalism, and strategic insight — empowering individuals, businesses, and institutions to thrive within the bounds of the law.

01.

Providing responsive and practical legal solutions.

02.

Building long-term relationships based on trust and excellence

03.

Upholding the rule of law and promoting access to justice.

# LEGAL AID



The firm's legal aid section is our We offer advice and take legal actions on a selective basis, at no fee. Pre- eminent amongst our clients in this section are widows for whom we handle probate matters and children in conflict with the law.

In addition to assisting clients on a one-on-one basis members of our team have been privileged to provide civic education to communities in their settings.

# INDEMNITY

We advise and take legal actions on a Twenty Million (Kshs. 20,000,000.00) increasing our efficiency.

We give legal Indemnity Policy for Kenya Shillings this has greatly contributed to and responsiveness to our clients' needs.

# TECHNOLOGY

The firm is fully computerized and service to society.

We endeavor to be on the cutting edge of technology for good service delivery to our clients.



# MODE OF CHARGING FEES

We charge our fees based on the **Advocates Remuneration Order or retainer basis**. Usually, the basis of our charges will be set out in the letter confirming our acceptance of client's instructions to act. Where Advocates Remuneration Order may be taken into account, for instance, complexity, value and importance of the matter being handled

**Value-added tax** where applicable, presently at 16%, is chargeable on fees and most disbursements (other than stamp duty and government fees). Our quotations and estimates do not include VAT unless otherwise expressly stated. We may submit interim bills during the course of handling matters.

# CORE VALUES

Our firm has a value system that is inculcated firm-wide and that the firm adheres to in all of its transactions. We routinely strategize together on issues and this has enabled us to achieve optimality, save clients' time, offer appropriate legal solutions to our clients and be responsive to our client needs.

## 01. EFFECTIVENESS

We value our clients and are responsive to our client needs. We meet our deadlines without comprising value or quality.

## 02. SATISFACTION

By providing unparalleled legal solutions to our clients' legal problems and challenges, we satisfy our client needs.

## 03. ACCOUNTABILITY

We are transparent and accountable not only to our clients but also to our- selves by being continually bound by our core values.

## 04. TEAMWORK

Our firm greatly values teamwork and ensures that every member of the firm is involved in meeting our clients' needs.

# PRACTICE AREAS

Our firm offers a comprehensive range of legal services designed to meet the evolving needs of individuals, businesses, institutions, and organizations operating within Kenya and across borders. Drawing on a deep understanding of Kenyan law, regional regulatory frameworks, and international best practices, we provide strategic legal advice that is both practical and results-oriented.

We recognize that today's legal challenges are increasingly complex and interconnected. As such, our practice areas are structured to deliver holistic legal solutions, combining technical legal expertise with commercial awareness and sector-specific insight. Whether advising on compliance, structuring transactions, resolving disputes, or navigating regulatory environments, we approach every matter with diligence, precision, and a clear focus on our clients' objectives.

# EMPLOYMENT & LABOUR LAW

At Mune Katu and Associates Company Advocates, we provide comprehensive legal services in Employment and Labour Law — helping employers, employees, and trade unions navigate the complexities of Kenya’s dynamic labour market.

Our firm offers both advisory and litigation support, with a deep understanding of the Employment Act, 2007, Labour Relations Act, and other relevant statutes, regulations, and court precedents.

**01**

Employment Contracts  
& Policy Drafting

**02**

Workplace Dispute  
Resolution & Litigation

**03**

Retrenchment,  
Redundancy & Restructuring

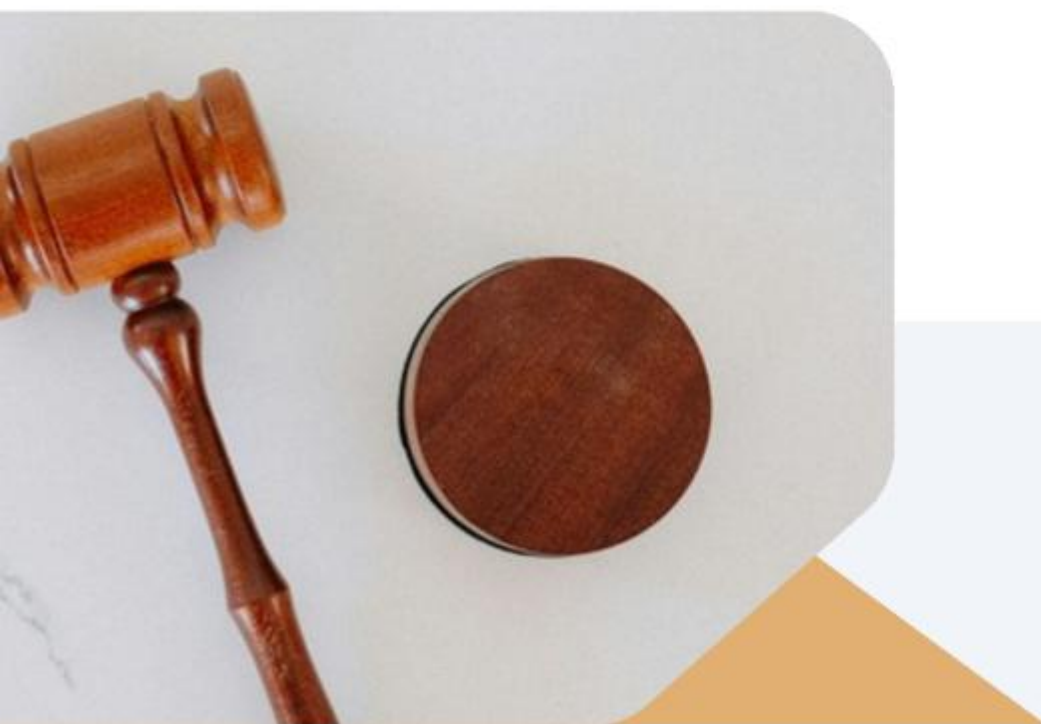
**04**

Labour Law Compliance  
& Risk Management

# LITIGATION

At **Munee Katu and Associates Company Advocates**, litigation is one of our core strengths. We represent individuals, corporations, and institutions in a wide range of disputes before all courts and tribunals in Kenya.

Our litigation team is known for its strategic thinking, courtroom experience, and ability to navigate high-stakes legal challenges with precision and professionalism.



# INSURANCE LAW

At **Munee Katu & Associates Company Advocates**, we offer comprehensive legal services in Insurance Law — covering both contentious and non-contentious matters. We represent insurance companies, brokers, underwriters, reinsurers, corporate policyholders, and individuals in navigating the complex landscape of insurance regulation, risk, and claims management in Kenya.

Our team combines deep industry knowledge with regulatory insight to provide practical, timely, and strategic advice on all matters involving insurance contracts, claims disputes, statutory compliance, and insurance litigation.



# FAMILY & CHILDREN LAW

Our Family & Children Law practice is designed to offer compassionate, practical, and confidential legal support to individuals and families navigating significant life changes and disputes.

## 01. Divorce & Separation

We guide clients through all aspects of matrimonial breakdown

## 02. Child Custody & Maintenance

Our lawyers are experienced in sensitive children's matter

## 03. Adoption & Guardianship

We provide legal guidance throughout the adoption and guardianship process.

## 04. Protection from Domestic Violence

We assist victims and survivors of domestic abuse to obtain urgent legal protection.

# PROPERTY LAW/CONVEYANCING

Our Property Law and Conveyancing practice provides comprehensive legal support in the acquisition, disposal, leasing, and management of real property in Kenya. We advise individuals, developers, investors, financial institutions, and corporate clients on all aspects of property transactions, ensuring compliance with applicable land laws and regulatory requirements.

Our services include due diligence on property titles, land searches, verification of ownership, preparation and review of sale agreements, transfers, leases, charges, and other conveyancing instruments. We guide clients through registration processes at the Lands Registry and ensure proper payment of stamp duty, rates, rents, and statutory fees in accordance with Kenyan law.

We also advise on land use, zoning, subdivision, amalgamation, and change of user, as well as property financing and securities. Where disputes arise, we represent clients in property-related litigation and alternative dispute resolution, including matters involving boundaries, ownership, landlord-tenant relationships, and enforcement of property rights.

# LEGAL & REGULATORY COMPLIANCE

In order to guarantee that policies, contracts, partnerships, and operational procedures adhere to all applicable Kenyan laws and statutory requirements—including those concerning employment, taxes, registration, and contractual obligations—we offer professional advice.

In addition to ensuring that all operations comply with international legal norms governing INGOs and humanitarian organisations, the business will assist the GSO in interpreting and applying relevant legal frameworks.

## GOVERNANCE, STATUTORY REPORTING, AND ORGANISATIONAL REGISTRATION

To guarantee that the GSO's operations are completely compliant with the NGO Coordination Act (Kenya) and other regulatory frameworks, The Firm provides advice on corporate registration, governance, and compliance issues.

In order to guarantee ongoing legal recognition and adherence to national reporting requirements, it will assist in maintaining current statutory records, licenses, and renewals with pertinent authorities.



# GOVERNANCE, STATUTORY REPORTING, AND ORGANISATIONAL REGISTRATION

Munee Katu & Associates Advocates provides knowledgeable legal counsel on tax and financial compliance issues that apply to INGOs in Kenya, such as payroll deductions, withholding tax, VAT, and any applicable exemptions.

# OUR TEAM

Our firm is driven by a team of highly skilled advocates, legal consultants, and professional support staff.



**Sylvia Munee**  
Managing-Partner



**Mary Kanini**  
Advocate



**Carolyne M. Bosco**  
Advocate

# SYLVIA MUNEE

**Managing Partner**

**LL.B (MOI UNIVERSITY)**

**DIP (KSL)**

**Advocate of the High Court of Kenya**



**Sylvia Munee** is the **Managing Partner** at **Munee Katu & Associates Company Advocates** bringing over ten years of broad-based legal experience and a proven track record in employment & labour law, dispute resolution, and real estate law.

As the firm's founding partner, **Munee** provides strategic leadership and oversees the delivery of legal services across all departments, ensuring consistency, quality, and client satisfaction.

**Munee** is a seasoned litigator and a trusted advisor to corporates, SMEs, and high-net-worth individuals, having successfully handled complex commercial disputes, cross-border transactions, and regulatory compliance matters. Her career spans work in both private practice and public interest litigation, giving him a well-rounded understanding of the Kenyan legal and judicial system.

She is an **active member** of **Mombasa Law Society of Kenya (MLS) & Law Society of Kenya (LSK)**.

# MARY KANINI

**Advocate**

**LL.B (CUEA)**

**DIP (KSL)**

**Advocate of the High Court of Kenya**



An accomplished professional with about eight years of experience in the legal profession in diverse fields of law. A proven track record in Employment & Labour matters and litigation. A consummate conveyancing advocate, great organization, excellent interpersonal skills and good communication skills.

**Ms. Kitoo** graduated with a Bachelor of Laws Degree from Catholic University of Eastern Africa, (CUEA) in the year 2012. She obtained a Postgraduate Diploma in Law at the Kenya School of Law in 2013 and was admitted as an Advocate of the High Court of Kenya in the year 2015. She is a Certified Secretary CS (K). She is also a Certified Mediator.

**Ms. Kitoo** did her professional apprenticeship with the firm of Ongicho- Ongicho Advocates in Nairobi from the year 2013 to 2014 and then moved to Kituo Cha Sheria, Mombasa Branch, upon admission in March 2015 where she worked until January 2017 and then moved on to join the firm of Munee Katu & Associates Advocates in late January 2017.

# CAROLYNE BOSCO

**Advocate**

**LL.B (CUEA)**

**DIP (KSL)**

**Advocate of the High Court of Kenya**



**Carolyn** joined the firm in January 2019 as an Associate. She is based in our branch office in Machakos. She was an Associate at the firm of Anne M. Kiusya & Co. Advocates since her admission to the bar in 2017. **Carolyn** has vast experience of eight years, and expertise in litigation, consultancy, legislative drafting, research and arbitration. **She** has earned her place as an excellent researcher through vast opportunities in Electoral law, human rights law, commercial law, Public and Private International law, Land law, legislative drafting, banking law, insurance law, employment, competition, and Constitutional and governance law.

**She** has also provided organizations with advice concerning Labour laws and employee relations, contract law and has prepared numerous service level agreements. Carolyn is a respected lawyer with a bias towards Human Rights Law, Constitutional Law, Dispute Resolution and Litigation in the areas of Land Law, Employment Law, Banking and Finance; Insurance; Employment and Arbitration.

# WORK WITH US

**EMAIL**

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