

Form 69

EMPLOYMENT CLAIMS TRIBUNALS

*Claim / Counterclaim No. | |

Between

(Name of Claimant / Counterclaimant).....Claimant / Counterclaimant

NRIC / Fin No. / UEN No.

And

(Name of Respondent).....Respondent

NRIC / Fin No. / UEN No.

NOTICE OF DISCONTINUANCE / WITHDRAWAL (BEFORE SERVICE)

IMPORTANT: THIS FORM MUST BE TYPE-WRITTEN.

It is an offence to give information or to produce any document to the Employment Claims Tribunals which you know or believe to be false.

1. I am the *claimant / respondent in this case.
2. I wholly [discontinue the *claim / counterclaim against the *respondent / claimant] OR [withdraw my response to the *claim / counterclaim] OR [withdraw the following specified employment dispute(s)]: |
3. The reasons for discontinuing the *claim / counterclaim are:
 - ☐ The *claimant / respondent has paid the amount claimed.
 - ☐ I have made a private settlement agreement with the *claimant / respondent.
 - ☐ I do not wish to pursue the *claim / counterclaim / specified employment dispute further.
 - ☐ Other reasons (please specify): |

Dated this | | day of | |, 20| |

[Signature of *claimant / counterclaimant / respondent]

[Name of *claimant / counterclaimant / respondent]

(*delete as appropriate)