Regulation 17(1)

# **FORM 7**

# **NOTICE FOR COMPENSATION**

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| **IMPORTANT NOTICE:**   * You should lodge and serve this Notice for Compensation if:   + you are a landlord whose tenant has served you a Notice of Negotiation; and   + you are eligible for and wish to seek compensation from your tenant for termination under Part 10 of the Covid-19 (Temporary Measures) Act (“**Act**”). * Please use this form **only** if you are **unable** to use the electronic form in the links below:   + If you are lodging and/or serving this Notice on behalf of a business or organisation such as a company or sole proprietorship – <https://www.go.gov.sg/notice-of-objection-compensation-corppass>   + If you are lodging and/or serving this Notice for yourself – <https://www.go.gov.sg/notice-of-objection-compensation-singpass> * **Within 2 weeks after the Negotiation Period** (which is the period of 4 weeks after the date of the Notice of Negotiation), please:  1. complete this form and submit the form and supporting documents to the Registry at [COVID19-RAF-REGISTRY-NOTICES@mlaw.gov.sg](mailto:COVID19-RAF-REGISTRY-NOTICES@mlaw.gov.sg); and 2. [serve](https://www.mlaw.gov.sg/realign/other-modes-service) a copy of the completed form on: 3. the Tenant who served the Notice of Negotiation on you; 4. any other parties to the contract, including any other Landlords or any other tenants.   You should submit the form to the Registry and serve the form on the person(s) above within 3 days beginning on the date of this form (at Part VII below).   * Please **make and keep a copy of this Notice for Compensation** before you serve on the intended recipient(s). * If you are **unable to serve this form and the supporting documents by email** on the intended recipient(s), you may serve the documents on the intended recipient(s):  1. By an **internet-based messaging system** (e.g. WhatsApp) or the **messaging system on the website, blog, or social media or networking website** owned or operated by the recipient, provided you have corresponded with the recipient via that messaging system regarding the contract; 2. Only if you are unable to serve by email or the mode in (a) above, by **both**: 3. the **mode of service specified under the contract for giving notice; and** 4. **prepaid registered post** (You should keep a copy of the registered post slip or courier slip as proof of service); or 5. Only if you are unable to serve by email or the modes in (a) and (b) above, by **prepaid registered post only** (You should keep a copy of the registered post slip or courier slip as proof of service).      * You should fill **all** the fields in this form, unless they are indicated as fields that are required to be filled only if the information is available or applicable, or they are indicated as fields that you may leave blank.\*   \* *The Registrar and/or Assessor may allow an amendment of the Notice or make directions to a party to provide any document or information, to comply with the requirements of the Regulations*. |

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| **Part I – Particulars of Landlord making the Notice for Compensation**  Please note that all correspondence, notices or documents in relation to proceedings under the Re-Align Framework, including correspondence with you or the entity (as the case may be) by the Registry (if applicable), will be served on the email address provided below. | | | | | | | |
|  | Name of Landlord**\***:  \***If you are making this Notice for Compensation on behalf of an entity (such as a business or company or organisation), fill in the name of the entity.** | | *e.g. XYZ Landlord Pte Ltd* | | | | |
|  | Unique Entity Number (UEN) (if applicable): | | *Enter UEN if available* | | | | |
|  | Email address (if available): | | *Enter email address for service of documents or correspondence here* | | | | |
|  | Contact no.: | | *Enter phone number where you can be contacted. Please include the country code if it is a foreign number.* | | | | |
|  | Address: | |  | | | | |
|  | Name of authorised representative (where applicable): | | *If you are authorised to lodge and serve the Notice for Compensation on behalf of your company, business or organisation, enter your name here* | | | | |
|  | Is the Landlord a company? | | Yes | | |  | |
| No | | |  | |
|  | If the answer to Question 7 is yes, please provide the particulars of each shareholder.  \*Please repeat Question 8 if there is more than one shareholder. | | Name of shareholder: | | |  | |
| Email address of shareholder (if available): | | |  | |
| Address of shareholder: | | |  | |
| Contact number of shareholder: | | |  | |
| **Part II – Particulars of other Landlords (if any)**  Under the Framework, if there are more than one landlords to the lease or licence in question, each of the other landlords must satisfy the eligibility criteria (see [here](http://www.go.gov.sg/re-align-landlord-hardship)) in order for the tenant to be required to pay compensation for termination.  If the party named at Part I is not the sole Landlord, please provide the particulars of any other Landlords in this Part.  If any other Landlord is an entity (such as a business, company or organisation), you must identify the entity correctly. You should insert the entity’s name and registered address and, **where available**, the telephone number, email address, and Unique Entity Number of the entity.  Please repeat this Part if there are more than one other Landlord. | | | | | | | |
|  | Name of other Landlord: | | *e.g. XYZ Landlord Pte Ltd* | | | | |
|  | Unique Entity Number (UEN) (if available): | | *Enter UEN if available* | | | | |
|  | Email address (if available): | | *Enter email address for service of documents or correspondence here* | | | | |
|  | Contact no.: | |  | | | | |
|  | Address (if available): | | *If the other Landlord is an entity, please provide the entity’s registered address (see* [*www.uen.gov.sg*](http://www.uen.gov.sg) *).* | | | | |
|  | Representative’s name, if applicable: | | *If the other Landlord is an entity or business, please enter the name of its representative.* | | | | |
|  | Is the other Landlord a company? | | Yes | |  | | |
| No | |  | | |
|  | If the answer to Question 7 is yes, please provide the particulars of each shareholder.  \*Please repeat Question 8 if there is more than one shareholder. | | Name of shareholder: | |  | | |
| Email address of shareholder (if available): | |  | | |
| Address of shareholder: | |  | | |
| Contact number of shareholder: | |  | | |
| **Part III– Particulars of Tenant**  If the Tenant is an entity (such as a business, company or organisation), you must identify the entity correctly. You should insert the entity’s name and registered address and, **where available**, the telephone number, email address, and Unique Entity Number of the entity, as stated by the Tenant in his Notice of Negotiation.  Please repeat this Part if there is more than one Tenant. | | | | | | | |
|  | Name of Tenant: | | *e.g ABC Tenant Pte Ltd* | | | | |
|  | Unique Entity Number (UEN) (if available): | | *Enter UEN if available* | | | | |
|  | Address (if available): | | *If the Tenant is an entity, please provide the entity’s registered address (see* [*www.uen.gov.sg*](http://www.uen.gov.sg) *).* | | | | |
|  | Email address (if available): | |  | | | | |
|  | Contact no.: | |  | | | | |
|  | Representative’s name, if applicable: | | *If the Tenant is an entity or business, please enter the name of its representative.* | | | | |
| **Part IV– Particulars of the Notice of Negotiation and Notice of Objection (if any)** | | | | | | | |
|  | What was the date the Notice of Negotiation\* was served on you?  **\*A copy of the Notice of Negotiation and all supporting documents which were enclosed to the Notice of Negotiation should be attached to this Notice for Compensation.** | | Click or tap to enter a date. | | | | |
|  | Have you filed or are you intending to serve and lodge the Notice of Objection to object to the Notice of Negotiation?    **Note:** The Notice of Objection must be lodged and served within 2 weeks after the 4-week Negotiation Period. | |  | I have lodged / am intending to serve and lodge the Notice of Objection | | | |
|  | I have not lodged / am not intending to serve and lodge the Notice of Objection | | | |
|  | If you have lodged your Notice of Objection with the Registrar, please state the date on which your Notice of Objection was lodged. | | Click or tap to enter a date. | | | | |
| **Part V– Declaration of eligibility under** [**Part 2 of the Third Schedule**](http://www.go.gov.sg/re-align-landlord-hardship) **of the Act**  Please select the boxes in this Part to confirm that the landlord named in Part I, and each other landlord named in Part II (if applicable), meet the eligibility criteria for compensation under the Act, and attach the supporting documents.  Please note that you are **only** eligible for compensation if you check all boxes below. | | | | | | | |
|  |  | The landlord named in Part I, and each other landlord named in Part II (if applicable), is:   1. an individual; 2. a sole proprietor; or 3. a company incorporated solely to hold the interest in one or more immovable properties (which must include the immovable property that is the subject of the contract in question), and owned only by one or more individuals and sole proprietors. | | | | | |
|  |  | * Where the landlord named in Part I, or any landlord named in Part II (if applicable), is an individual or sole proprietor – the average monthly rental income derived from the lease or licence of the immovable property that is subject to the contract in question amounts to more than 50% of average monthly gross income of each landlord. * Where the landlord named in Part I, or any landlord named in Part II (if applicable), is a company – the average monthly rental income derived by each shareholder from the lease or licence of the immovable property that is subject to the contract in question amounts to more than 50% of average monthly gross income of each shareholder. | | | | | |
|  |  | * Where the landlord named in Part I, or any landlord named in Part II (if applicable), is an individual or sole proprietor – the gross income of each landlord does not exceed $107,500. * Where the landlord named in Part I, or any landlord named in Part II (if applicable), is a company – the gross income of each shareholder does not exceed $107,500. | | | | | |
| **You should attach the supporting documents as set out** [***here***](http://www.go.gov.sg/re-align-landlordhardship-supportingdocs) **to this Notice for Compensation (if available). Doing so is needed to demonstrate to the other party that you comply with the eligibility criteria, and will help ensure fast and efficient good faith negotiations. You may be allowed subsequently to provide documents and information by the Registrar or an Assessor to support your position, but, this is at the Registrar’s or Assessor’s discretion, and this may delay a resolution of the application.** | | | | | | | |
| **Part VI – Proposal on compensation**  In this Part, please set out your position on the amount of compensation payable by the Tenant should the contract be terminated under the Act, taking into account:   1. the loss of expected rental a landlord would suffer upon tenant’s termination; and 2. the length of time to find a replacement tenant. | | | | | | | |
|  | Please specify what your proposal on compensation is. | | *e.g. The Landlord should receive compensation of X months of rent. It is estimated that it would take around X months to secure another tenant for the property.* | | | | |
| **You should attach a copy of the lease or licence to this Notice for Compensation, unless it has been attached to the Notice of Negotiation.** | | | | | | | |
| **Part VII – Confirmation of contents** | | | | | | | |
|  | I declare that the information I have provided in this Notice for Compensation is true and accurate, to the best of my knowledge and belief. | | | | | | |
|  | I understand under section 76 of the Act, if any declaration or statement, or any information or document provided, in this form is false or misleading in a material particular, and I know or ought reasonably to know that, or is reckless as to whether, the declaration, statement, information or document is false or misleading in a material particular, I will be guilty of an **offence**. | | | | | | |
|  | I understand that I cannot amend this Notice for Compensation after I have lodged and served the form, and I may have to [withdraw the form using the Notice of Withdrawal](https://go.gov.sg/re-align-physicalform3) and lodge and serve a new form on the required person(s) **within the 2 weeks** **after the 4-week Negotiation Period** if I subsequently wish to make any changes to the contents of this form. | | | | | | |
|  | (For a person serving and lodging this Notice for Compensation on behalf of another individual)  In submitting this Notice for Compensation, I confirm that I am **authorised to act on behalf of the individual named in Part I** in filling in, serving and lodging this Notice for Compensation and to **represent the said individual** in matters relating to this Notice for Compensation including in the proceedings under Part 10 of the Act. | | | | | | |
|  | (For a person lodging and serving this Notice for Compensation for a company, business or organisation)  In submitting this Notice for Compensation, I confirm that I am **authorised to act on behalf of the entity** **or organisation** in filling in, serving and lodging this Notice for Compensation and to **represent the entity or organisation** in matters relating to this Notice for Compensation including in the proceedings under Part 10 of the Act. | | | | | | |
| Name: | |  | | | | |
| Signature: | |  | | | | |
| Date of Notice for Compensation: | | Click or tap to enter a date. | | | | |