# 1.

E-FORM

P.1, r.7,

P.19, r.19, 21, 27, 28 FJ(G)R 2024

## Originating Application / Summons / Application for Extension of Time / Renewal of Originating Application

|  |  |  |  |
| --- | --- | --- | --- |
| **You are applying for the Court’s permission to do either of the following:** | | **Applicable if you are using this platform:** | **What document do you file?** |
| 1. Extend the validity of the Originating Application (“OA”) | | eLitigation ONLY | Summons |
| 1. Extend the time to file / file and serve / serve the | | | |
|  | 1. Notice of Appeal against a Court Order | eLitigation  iFAMS | Refer to paragraph 1 below. |
| 1. Appellant’s Written Submissions | eLitigation ONLY |
| 1. Appellant’s Case | eLitigation ONLY |
| 1. Record of Appeal | eLitigation ONLY |
| 1. Other documents not listed above | eLitigation | Summons |
| iFAMS | Application |
| 1. Extend Court-given or Family Justice (General) Rules 2024 timelines | | eLitigation | Summons |
| iFAMS | Application |

1. File this Form as an Originating Application to the High Court Family Division in eLitigation in the following situation (all 3 conditions must be satisfied):
2. You are seeking an extension of time in relation to any of these documents:
3. Notice of Appeal;
4. Appellant’s Case or Appellant’s submissions; OR
5. Record of Appeal;

**and**

1. The appeal is against a Family Court order to the High Court Family Division;

**and**

1. The deadline to appeal has expired.

**If all the conditions are not satisfied, please file either a Summons or an Application. Refer to paragraph 2 below which explains the difference.**

1. Summons vs Application

If your main case is filed in eLitigation, you will select **Summons** when using this Form.

If your main case is filed in iFAMS, you will select **Application** when using this Form.

Please select the applicable references when using this Form.

This Form contains Notes to help you in the completion of the form. Please note that the Notes are **NOT** to be construed or regarded as a substitute for legal advice. Please seek legal advice if necessary.

This Form, when submitted to the Court as an Originating Application, will be generated in accordance with the layout of the generated Originating Application (Form 53). If this Form is submitted to the Court as a Summons, it will be generated in accordance with the layout of the generated Summons (Form 67).

|  |
| --- |
| This Notice serves as a reminder to the Applicant and does not appear as part of the issued Originating Application (“OA”).  **IMPORTANT**: **Duty to consider amicable resolution**  Pursuant to the Family Justice (General) Rules 2024 (“FJ(G)R 2024”), you are required to consider amicable resolution of the dispute before and after commencing Court proceedings. This means that you should either:   1. explore alternative ways of settling the dispute without resorting to legal action; or 2. make an offer to the other party to settle the dispute.   For more information on your obligations, please refer to the Information Sheet on Amicable Dispute Resolution and Part 4 of the FJ(G)R 2024. |

### Section 1: Application

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| --- | --- | --- | --- | --- | --- |
| **If you are filing this form in iFAMS, only the parts in blue boxes are applicable to you.** | | | | | |
|  | | | | | |
|  | | | | | *Notes* |
| |  |  | | --- | --- | | State the main case number: | Enter case number here. | | | | | |  |
| 1. | I am   |  |  | | --- | --- | |  | the Applicant | |  | the Appellant | |  | the Respondent | |  | the co-Respondent | |  | Enter name or party type here. | | | | | *This is your party type in the main case. You may refer to the main case for your party type.* |
| 2a. | This Select the applicable option is filed against   |  |  | | --- | --- | |  | the Applicant | |  | the Respondent | |  | Enter name or party type here. | | | | | *Applicable options are: Originating Application / Summons / Application.*  *If the application does not involve another party, you should select option 2b. You can only select option 2b if the Family Justice (General) Rules 2024 allow you to file an application (without notice) for this subject matter.* |
| 2b. | There is no Respondent in this Select the applicable option. | | | |
|  |  | | | | |
| **PART A** | | | | | |
| 1. | I am applying to extend: | | | |  |
| the validity of Originating Application no. Enter the FC/OA or HCF/OA number here. *Proceed to question 2.* | | | |  |
| the time to: | | | |  |
|  | | Select the applicable option | the Notice of Appeal against the Court order dated: Enter date here.  The Court order was granted in Enter the FC/OA or HCF/OA number here. | *Applicable options are: File / File and serve / Serve.* |
|  |  | | Select the applicable option | the Appellant’s Written Submissions in Enter the FC/[RA number] or HCF/[RAS/DCA] number here.  the Appellant’s Case in Enter the FC/[RA number] or HCF/[RAS/DCA] number here.  the Record of Appeal in Enter the FC/[RA number] or HCF/[RAS/DCA] number here. |  |
|  | | Select the applicable option | State the document here. |  |
|  | | Others:   |  | | --- | | Enter details here. | | |  |
| 2. | I will require an extension of Enter number here Select applicable option.  The extension is to start from:  the date of this Order.  the last day of the deadline dated: Enter date here. The extension will end on: Enter date here. | | | | *Applicable options are: day(s) / week(s) / month(s).* |
| 3. | Please state other relief sought here. | | | |  |
|  |  | | | |  |
| **PART B** | | | | | |
| 4. | | Costs of this application  Costs in the cause.  No orders as to costs.  Each party to bear own costs.  Costs to be paid by   |  | | --- | | Enter name or party type here. |   Costs to be reserved to   |  | | --- | | Enter event here. |   Others:   |  | | --- | | Enter details here. | | | | *Costs in the cause means the costs of this application will be decided at and will depend on the outcome of the main proceedings. This option is applicable only if you are filing a summons.*  *If you opt to reserve costs, please state the event at which costs is to be decided e.g. reserved to the final hearing.* |
|  | | | | | |
| **The reasons for this Originating Application / summons / application are stated in the supporting affidavit.** | | | | | |

## Affidavit

### Section 1: Affidavit

Please complete all details and questions in Sections 1 to 5 unless otherwise stated.

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| **If you are filing this form in IFAMS, only the parts in blue boxes are applicable to you.** | | | | | |
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|  | | | | | *Notes* |
| |  |  | | --- | --- | | Name of maker: | Enter full name as per NRIC/Passport here. | | Identity No.: | Enter NRIC/ FIN/ Passport no. here. | | Address: | Enter address here. | | Occupation: | Enter occupation here. | | | | | |  |
| 1a. | I am   |  |  | | --- | --- | |  | the Applicant | |  | the Appellant | |  | the Respondent | |  | the Co-Respondent | |  | Enter name or party type here. | | | | | *You may use Non-party if none of the other options apply.* |
|  |  | | | |  |
| 1b. | This affidavit is in support of the Select the applicable option. | | | | *Applicable options are: Originating Application / Summons / Application.* |
| 1c. | Where the facts in this affidavit are within my personal knowledge, they are true. Where they are not within my personal knowledge, they are true to the best of my knowledge, information and belief. | | | |  |
| 2. | I am applying to extend | | | |  |
|  | the validity of Originating Application no. Enter the FC/OA or HCF/OA number here. | | | |  |
|  | the time to: | | | |  |
|  | |  | Select the applicable option | the Notice of Appeal against the Court order dated: Enter date here.  The Court order was granted in Enter the FC/OA or HCF/OA number here. | *Applicable options are: File / File and Serve / Serve.* |
|  | |  | Select the applicable option | the Appellant’s Written Submissions in Enter the FC/[RA number] or HCF/[RAS/DCA] number here.  the Appellant’s Case in Enter the FC/[RA number] or HCF/[RAS/DCA] number here.  the Record of Appeal in Enter the FC/[RA number] or HCF/[RAS/DCA] number here. |  |
|  | |  | Select the applicable option | State the document here. |  |
|  | |  | Others:   |  | | --- | | Enter details here. | | |  |
|  | | | | | |
|  | I will require an extension of Enter number here Select applicable option.  The extension is to start from  the date of this Order.  the last day of the deadline dated: Enter date here. The extension will end on: Enter date here.  Others:   |  | | --- | | Enter details here. | | | | | *Applicable options are: Day(s) / Week(s) / Month(s).* |
|  |
|  |  | | | |  |
| 3. | Please proceed to the applicable part in question 3:  Part A to extend validity of the Originating Application.  Part B to extend the deadline for Notice of Appeal or other appeal documents.  Part C to extend Court-given or Family Justice (General) Rules 2024 timelines for any other documents not listed.  Part D for “Others”. | | | | |
|  | **Part A: Validity of the Originating Application** | | | | |
| 3a.  3b.  3c. | The Originating Application no. Enter the FC/OA or HCF/OA number here was issued on Enter date here.  The validity of the Originating Application will expire on Enter date here (“deadline”).  This application is filed before the validity period expires.  Yes. *Proceed to Question 3d.*  No. | | | | *If the answer to question 3c is “No”, you will* ***not*** *be able to file this application. The Family Justice (General) Rules 2024 do not allow the Originating Application to be extended after it has expired. Please seek legal advice if necessary.* |
| 3d. | *Select the applicable option between (i) and (ii).*   1. This is my first application to extend the Originating Application’s validity. 2. The Court extended the validity of the Originating Application previously on Enter date here. The total extension granted was a period of Enter no. of weeks/months.   *Proceed to Question 5.* | | | | *The Family Justice (General) Rules 2024 only allow the Originating Application to be extended once for 6 months or less. If the Originating Application was already extended, you must have special circumstances which will support your application.* |
| **Part B: Extension of time for Notice of Appeal or other appeal documents** | | | | |
| Please proceed to:  Questions 3a, 3b, 3f and 3g for Notice of Appeal.  Questions 3c to 3g for all other Appeal documents. | | | | | |
| 3a.  3b. | **Notice of Appeal**  The  Family Court  Family Division of the High Court issued a Court order on Enter date here.  The time for **appeal** expires on Enter date here (“deadline”).  *Proceed to Questions 3f and 3g.* | | | | *If this application is filed after the deadline has expired, you must file this as an Originating Application to the court which will hear your appeal.* |
| 3c.  3d.  3e. | **Other Appeal documents**  I filed the Notice of Appeal on Enter date here.  *Select the applicable option.*  The Court informed the parties that the Notes of Proceedings was ready for collection on Enter date here.  The hearing judge certified that he / she has issued the written judgment or grounds of decision. The date of certification is Enter date here.  There was no certification from the hearing judge. The last day on which the certification could be issued was on Enter date here.  The time for filing the appeal document(s) expires on Enter date here (“deadline”). | | | |  |
| 3f. | I set out the merits of my appeal.   |  | | --- | | Enter details here. | | | | | *Please use this text box to provide your reasons and/or elaborate further.* |
|  |  | | | |  |
| 3g. | I set out the prejudice to the other party if the extension of time is granted.   |  | | --- | | Enter details here. |   *Proceed to Question 5.* | | | | *Please use this text box to provide your reasons and/or elaborate further.* |
|  | | | | | |
| **Part C: Extension of time in Family Justice (General) Rules 2024 or Court directions** | | | | |
|  | | | | |  |
| 3. | Pursuant to the  Family Justice (General) Rules 2024 Enter rule number here.  Court directions given on Enter date here  Court order given on Enter date here  I am required to:   |  | | --- | | Enter details here. |     *Proceed to Question 5.* | | | | *Please use this text box to provide your reasons and/or elaborate further.* |
|  |  | | | |  |
| **Part D: If “Others” is included as a relief** | | | | |
| 4. | Others:   |  | | --- | | Enter details here. |   *Proceed to Question 5.* | | | | *Please use this text box to provide your reasons and/or elaborate further.* |
| **Reasons for Non-Compliance / Delay** | | | | | |
|  | | | | |  |
| 5. | I require the extension of time for the following reasons.   |  | | --- | | Enter details here. | | | | | *Please use this text box to provide your reasons and/or elaborate further.* |

### Section 2: Summary of Claim

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|  |  | *Notes* |
| 6. | I am asking that the Court grants the Select the applicable option.    Others:   |  | | --- | | Enter details here. | | *Applicable options are: Originating Application / Summons / Application.* |

### Section 3: Affirmation

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| The affidavit is to be sworn / affirmed in accordance with the Form of Attestation (Form 106) of the Family Justice (General) Rules 2024. |

### Section 4: Exhibit Content Page

Please refer to the Generic Affidavit (Form 54) of the Family Justice (General) Rules 2024 for the exhibit content and cover pages to be included in your affidavit (where applicable).