# 55A.

E-FORM

P.5, r.1, r.15 FJ(G)R 2024

## Originating Application Summons for Children Orders (New orders only)

1. Use this Form to apply for new orders relating to:

(a) Custody, care and control, access of child(ren)

- With or without maintenance for child(ren)

(b) Appointment of guardian of child(ren)

- With or without maintenance for child(ren)

(c) Maintenance for child(ren) under the Guardianship of Infants Act 1934

(d) Orders under the Guardianship of Infants Act 1934

(e) Orders under section 17(1)(d) of the Supreme Court of Judicature Act 1969

2. The application for orders set out in paragraph 1 is to be made by summons if there are pending court proceedings in the Family Justice Courts relating to the same child(ren) for any of these matters:

(a) Divorce;

(b) Nullity;

(c) Judicial Separation; or

(d) Children orders.

If there are no pending court proceedings as stated above, the application for orders set out in paragraph 1 is to be made by Originating Application.

3. Do NOT use this Form in the following situations:

|  |  |
| --- | --- |
| **If you are seeking for:** | **Use instead:** |
| 1. Orders under Adoption of Children Act 2022 | Originating Application for Adoption (Form 57) |
| 1. Orders under International Child Abduction Act 2010 | Originating Application for Orders under the International Abduction Act 2010 (Form 68) |
| 1. Maintenance only   **AND**  there are pending proceedings in the Family Justice Courts for:   * Divorce; * Nullity; * Judicial Separation | Summons for maintenance (Form 56) OR Maintenance Complaint Form (Form 23A) |
| (d) Maintenance only  **AND**  there are NO pending proceedings in the Family Justice Courts for:   * Divorce; * Nullity; * Judicial Separation | Maintenance Complaint Form (Form 23A) |
| (e) Maintenance only  **AND**  there are pending proceedings in the Family Justice Courts for   * Financial relief after foreign divorce | Summons for Maintenance (Form 56) |

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: My Application

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| If you are filling this Form as a **Summons**, proceed to Question A.  If you are filling this Form as an **Originating Application**, proceed to Question B. | | | | |
|  | **The Parties** | | |  |
| A. | I am   |  |  | | --- | --- | |  | the Applicant in Enter main case number here. | |  | the Respondent in Enter main case number here | |  | Enter name or party type here in Enter main case number here. | | | | *If you are filing this application as a summons, refer to the main case for your party type.*  *If you are filing as an Originating Application, select “Applicant.” You must also complete the Originating Application: Generic Sections (Form 53B).* |
| B. | This Originating Application / summons is filed against   |  |  | | --- | --- | |  | the Applicant in Enter main case number here. | |  | the Respondent in Enter main case number here | |  | Enter name or party type here in Enter main case number here. | | | | *If the application does not involve another party, you do not need to complete question B.*  *If the application is against a person who is not an existing party to the proceedings, you must provide the details of the person in Section B of the Originating Application: Generic Sections (Form 53B).* |
|  | **The Child / Children** | | | |
| C. | State the names of the child(ren) who is / are the subject matter of this application:   |  |  |  | | --- | --- | --- | | Enter child name | Enter child’s birth certificate / identity number | Enter child’s date of birth here | | Enter child name | | Enter child’s birth certificate / identity number | Enter child’s date of birth here | | | | |
| Proceed to | | **Part A** for | Appointment of Guardian | |
| **Part B** for | Custody, Care and Control and Access of Child(ren) | |
| **Part C** for | Maintenance for Child(ren) | |
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| --- | --- | --- | --- | --- | --- | --- | --- |
| **Part A: Appointment of Guardian** | | | | | | | |
| **New order(s) you are seeking** *(Select options 2a, 2b or 2c as applicable. Otherwise use option 2d.)* | | | | | | | |
| 2a. | Enter name here to be appointed as guardian of the child(ren): Enter name(s) of child(ren) here. | | | | | | |
| 2b. | The guardian is to be appointed in place of Enter name of parent / guardian here. | | | | | | |
| 2c. | The guardian is to be appointed to act together with Enter name of parent / guardian here. | | | | | | |
| 2d. | Others: Enter your own order(s) below.   |  | | --- | | Enter details here. | | | | | | | |
|  | | | | | | | |
| **Part B: Custody, Care and control and Access of Child(ren)** | | | | | | | |
| To complete this Part, some commonly used orders (pre-populated orders) are provided for your selection. Select these orders ONLY if these are completely in line with your claim. If you select the pre-populated orders, the prayers will be auto-generated for your consideration. You may edit prior to submission to the court.    If the pre-populated orders are not suitable, you may state your prayers in the free-text boxes. You may refer to the Family Orders Guide for other types of orders. | | | | | | | |
| **New orders you are seeking** *(Select options 3a, 3b, 3c or 3d as applicable)* | | | | | | | |
| 3a. | Custody | | | | | | |
|  | State who is to have custody of the children:  ***Pre-populated order(s)*** | | | | | | |
|  | Both parties to have joint custody of the child(ren) of the marriage, namely  all children: Enter full names as per NRIC/Passport here  Child’s name: Enter full name as per NRIC/Passport here | | | | | | |
|  | ***Other Order(s)***  *Enter your own orders below.*   |  | | --- | | Enter orders here. | | | | | | *Use these references to prepare the orders:*  *I = Applicant*  *My spouse = Respondent*  *Eg. The order should read: The Applicant (instead of “I”) shall have sole custody of the children of the marriage.* | |
|  | | | | | | | |
| 3b. | Care and control | | | | | | |
|  | State who is to have care and control of the children:  ***Pre-populated order(s)*** | | | | | | |
|  | |  |  |  | | --- | --- | --- | | Which parent is to have care and control? | | Which child(ren) does this care and control arrangement apply to? | | Applicant  Respondent  Enter full name as per NRIC/Passport here | shall have care and control of the child(ren) of the marriage, namely | All children: Enter full name as per NRIC/Passport here  Child’s name: Enter full name as per NRIC/Passport here | | Applicant  Respondent  Enter full name as per NRIC/Passport here | All children: Enter full name as per NRIC/Passport here  Child’s name: Enter full name as per NRIC/Passport here | | | | | | | |
|  | ***Other Order(s)***  *Enter your own orders below.*   |  | | --- | | Enter orders here. | | | | | | *Use these references to prepare the orders:*  *I = Applicant*  *My spouse = Respondent*  *Eg. The order should read: The Applicant (instead of “I”) shall have care and control of the children.* | |
|  | | | | | | | |
| 3c. | Access: | | | | | | |
|  | State the access orders and any other orders related to the child(ren)’s arrangements: | | | | | | |
|  | ***Pre-populated Order(s)***  Reasonable access   |  |  | | --- | --- | | Which parent is to have access? | Which child(ren) does this access arrangement apply to? | | Applicant  Respondent  Enter full name as per NRIC/Passport here | All children | | | | | | | |
|  | Weekly access   |  |  |  | | --- | --- | --- | | Which parent is to have access? | Which child(ren) does this access arrangement apply to? | Details of access | | Applicant  Respondent  Enter full name as per NRIC/Passport here | The children | Start of access:  Enter day here at Enter time here.  End of access:  Enter day here at Enter time here. | | Applicant  Respondent  Enter full name as per NRIC/Passport here | All children  Child’s name: Enter full name as per NRIC/Passport here | Start of access:  Enter day here at Enter time here.  End of access:  Enter day here at Enter time here. | | | | | | | |
|  | ***Other Order(s)***  *Enter your own orders below.*   |  | | --- | | Enter orders here. | | | | | *Use these references to prepare the orders:*  *I = Applicant*  *My spouse = Respondent*  *Eg. The order should read: The Respondent (instead of “my spouse”) shall have reasonable access to the children from [day] at [time] to [day] at [time].* | |
| 3d. | **Other Order(s)** | | | |  | |
|  | ***Other Order(s)***  *Enter your own orders below.*   |  | | --- | | Enter orders here. | | | | | | |
|  |  | | | | | | |
| **Part C: Maintenance for Child(ren)** | | | | | | | |
| To complete this Part, some commonly used orders (pre-populated orders) are provided for your selection. Select these orders ONLY if these are completely in line with your claim. If you select the pre-populated orders, the prayers will be auto-generated for your consideration. You may edit prior to submission to the court.    If the pre-populated orders are not suitable, you may state your prayers in the free-text boxes. You may refer to the Family Orders Guide for other types of orders. | | | | | | | |
| **New orders you are seeking** | | | | | | | |
| 4. | Maintenance | | | | | | |
| 4a.  4b. | ***Pre-populated order(s)***  Monthly maintenance   |  |  |  | | --- | --- | --- | | Which parent is to pay maintenance? | Which child(ren) is the maintenance for? | Monthly amount to be paid | | Applicant  Respondent | Each child  The child  The children | Enter amount here. |   1st payment date: Enter date here.  Recurring payment date: Enter date here.  Payment to the party’s bank account   |  |  |  | | --- | --- | --- | | Whose bank account? | Which bank? | Account number | | Applicant  Respondent | Enter name of bank here. | Enter bank account number here. | | | | | | | |
| 4c. | ***Other Order(s)***  *Enter your own orders below.*   |  | | --- | | Enter orders here. | | | | *Use these references to prepare the orders:*  *I = Applicant*  *My spouse = Respondent*  *Eg. The order should read: The Respondent (instead of “my spouse”) shall pay $x as monthly as maintenance for the children.* | | | |
|  |  | | | | | | |
|  |  | | | | |  | |
| **Part D: Others** | | | | | | | |
| If you are seeking any other relief(s), state them below.  You must also cite the relevant provisions in the Act under which you are seeking such reliefs. | | | | | | | |
| 5. | State the relief sought here. | | | | | | |
| Pursuant to | State the provision in the Act. (e.g. Section 5) | State the Act.  (e.g. Guardianship of Infants Act 1934) | | | | |

|  |  |  |
| --- | --- | --- |
| **Part E: Costs** | | |
| 6. | **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 status 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 are stated in the supporting affidavit.** | |
|  |  | |

## Affidavit

1. Unless paragraph B applies, complete all questions and details in Sections 1 to 9 unless otherwise stated.
2. If you have **only** selected “Others” in the Summons, ie. Part D in Section 1 (My Application), complete all questions and details in Sections 1 to 4 in the affidavit. Complete all other Sections where applicable to your application.

The relevant exhibits and supporting documents are to be included at Section 10.

### Section 1: Introduction

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| |  |  | | --- | --- | | 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. | | |
| 1b. | This affidavit is in support of the Originating Application / summons. | | |
| 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. | | |
| 1d. | I am seeking orders stated in the Originating Application / summons for the following child / children: | | |
| Enter child name | Enter child’s birth certificate / identity number | Enter child’s date of birth here |
| Enter child name | Enter child’s birth certificate / identity number | Enter child’s date of birth here |
|  | *(Add additional rows if required)* | | |

### Section 2: Applicant’s Relationship with the Child(ren)

State how you are related to the child(ren):

|  |  |  |  |
| --- | --- | --- | --- |
| *If more than 1 question applies to you, go to the earliest question which applies, e.g. if questions 1 and 3 apply, complete question 1 ONLY.* | | | |
| Proceed to | | **Question 1** if you are the | parent or court-appointed guardian |
| **Question 2** if | the parent(s) is / are deceased / you are the parent appointed by the deceased parent |
| **Question 3** for | all other relationships |
|  | | | |
| **Parent or Court-appointed guardian** | | | |
| 1. | I am the  parent  court-appointed guardian of the child / children.  *Proceed to Section 3.* | | |
| **Parent(s) are deceased / you are the guardian appointed by the deceased parent** | | | |
| *Answer all the questions under this sub-header unless stated otherwise.* | | | |
| 2. | Details of the death of the parent(s)  The details of death of the parent(s) of the child / children are as follows:   |  |  |  | | --- | --- | --- | |  | Father | Mother | | Name | Enter name here | Enter name here | | Date of death | Enter date here | Enter date here | | | |
| 2a. | I am the guardian appointed by the deceased parent and the child / children has a surviving parent. The deceased parent appointed me through State the document of appointment. *Proceed to questions 2b and 2c.*  There are no surviving parents of the child / children and no guardian has been appointed by the child / children’s deceased parent(s). *Proceed to question 2c.*  I am the guardian appointed by the deceased parent(s) and the child / children has no surviving parents. The deceased parent(s) appointed me through State the document of appointment. *Proceed to question 2c.* | | |
| 2b. | If only one (1) parent is deceased, explain why the surviving parent is not filing this application.   |  | | --- | | Enter details here. | | | |
|  |  | | |
| 2c. | Explain if you are related to the child(ren) by blood or marriage:   |  | | --- | | Enter details here. |   *Proceed to Section 3.* | | |
| **Other relationships** | | | |
| *Answer the questions in order.* | | | |
| 3a. | Explain how you are related to the child(ren):   |  | | --- | | Enter details here. | | | |
| 3b. | Are you applying for return of child to the lawful guardian?  No. *Proceed to question 3c.*  Yes. Explain why you are considered the lawful guardian:   |  | | --- | | Enter details here. |   *Proceed to Section 3.* | | |
| 3c. | Are you applying to remove or substitute a guardian?  No *Proceed to question 3d.*  Yes. *Proceed to Section 3.* | | |
| 3d. | Under the law, you may not have the required connection with the child(ren) to make this application. Explain the special circumstances which will allow you to make this application:   |  | | --- | | Enter details here. |   *Proceed to Section 3.* | | |

### Section 3: Connection with Syariah Court Divorce

|  |  |
| --- | --- |
| 1. | Is / Are the child(ren) born of a marriage under Islamic law?  No. *Proceed to Section 4.*  Yes. *Proceed to question 2.* |
| 2. | Are there ongoing divorce proceedings between the parents in Syariah Court?  No. *Proceed to Section 4.*  Yes. *Complete Notice of Syariah Court proceedings (Form 58) and proceed to Section 4.* |

### Section 4: Child(ren)

|  |
| --- |
| Complete Table 4-1 for the child who is the subject matter of this application.  If there is more than one child as the subject matter of this application, please complete Table 4-1 for each child. |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | | | | |
| **Table 4-1** | | | | |
| **Name** | Enter full name as per NRIC/Passport here. | | | |
| **NRIC/ FIN/**  **Passport number** | Enter NRIC/ FIN/ Passport no. here. | | **Gender** | Female  Male |
| **Date of birth** (DD/MM/YYYY) | Enter date here. | | **Age** | Enter age here. |
| **Any health condition or disability which affect the child’s living expenses or care arrangements?** | Enter details here. | | | |
| **Court orders / Proceedings relating to this Child** | | | | |
| **Is the child protected by an existing Personal Protection Order?** | Yes  No | | | |
| Case number (if issued by this Court): | Enter case number here. | | |
| Date of order: | Enter date here. | | |
| State the brief details of the order: | | | |
| Enter details here. | | | |
| **Are there existing Youth Court order(s) or ongoing Youth Court proceedings?** | Yes  No | | | |
| Case number: | Enter case number here. | | |
| Date of order: | Enter date here. | | |
| Nature of order / proceedings: | Enter details here. | | |
| State the person against whom the order was made: | | | |
| Enter full name as per NRIC/Passport here. | | | |
| **Is there an existing voluntary arrangement with the Child Protection Services under the Ministry of Social and Family Development?** | Yes  No | | | |
| Case number: | Enter case number here. | | |
| Date of arrangement: | Enter date here. | | |
| Expiry date of the arrangement: | Enter date here. | | |
| **Is there an existing court order for this child’s maintenance?** | Yes  No | | | |
| Case number (if issued by this Court): | Enter case number here. | | |
| Date of order: | Enter date here. | | |
| State the brief details of the order: | | | |
| Enter details here. | | | |
| Country in which the order was made (if issued outside of Singapore): | Enter country here. | | |
| **Is there an existing court order for this child’s living and contact arrangements?** | Yes  No | | | |
| Case number (if issued by this Court): | Enter case number here. | | |
| Date of order: | Enter date here. | | |
| State the brief details of the order: | | | |
| Enter details here. | | | |
| Country in which the order was made  (if issued outside of Singapore): | Enter country here. | | |
| **Are there other court orders such as adoption orders or orders under the Mental Capacity Act 2008?** | Enter details here. | | | |
| *If you are only applying for child(ren) maintenance, proceed to Section 6.*  *Otherwise, continue to Section 5.* | | | | |

### Section 5: Child(ren)’s Care Arrangements

For all child(ren), state their living arrangements.

*(Compete Table 5-1 for each child if the arrangement for each child is different.)*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Table 5-1** | | | | |
| The living arrangements below apply to:  All children   |  |  | | --- | --- | | Child: | Enter full name as per NRIC/Passport here | | | | | |
| **Present arrangements** | | | | |
| (a) | State who is the child(ren) living with presently: | | Enter details here. | |
| (b) | Provide brief details of this arrangement: | | Enter details here. | |
| (c) | State all other adults who are living with the child(ren) and how they are related to the child(ren): | | Enter details here. | |
| (d) | State when this arrangement started: | | Enter details here. | |
| (e) | Is this arrangement due to an existing court order?  State the date of the court order. | | Enter details here.  Date of Court Order: Enter date here. | |
| (f) | If the child(ren) are not living with either parent, state if the child(ren) have contact with the parent(s) who is not living with the child:  Provide details such as frequency and length of contact, if this is a regular arrangement. | | Enter details here. | |
| (g) | Provide details of the most recent contact:    E.g. date, time, manner of contact | | Enter details here. | |
| (h) | Provide details of the financial support for the child(ren).  E.g. the person(s) who maintain the child, how the person maintains the child, when did this arrangement start. | | Enter details here. | |
| **Proposed future arrangements** | | | | |
| (i) | State who the child(ren) will live with in future: | | Enter details here. | |
| (j) | Provide brief details of this arrangement: | | Enter details here. | |
| (k) | State the contact which the child(ren) will have with the parent who is not living with the child(ren):  Provide details such as frequency and length of contact. | | Enter details here. | |
| (l) | Provide details of the financial support for the child(ren).  E.g. the person(s) who maintain the child, how the person maintains the child, whether the person is an undischarged bankrupt.  If the person is an undischarged bankrupt, how would the person support the child financially. | | Enter details here. | |
| State:   1. if there are any significant issues relevant to care and contact arrangements for the children/this child (E.g. health issues, circumstances of either parent) 2. the reasons for the proposed future arrangements.   Provide brief details to support your statement(s).   |  | | --- | | Enter details here. | | | | | |
| Proceed to | | **Section 6** for | | Child(ren) maintenance |
| **Section 7** if | | you are not applying for child(ren) maintenance |

### Section 6: Maintenance for Child(ren)

#### Section 6-1: New Maintenance for Child(ren)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Part 1: Sources of Income** | | | | | |
| 1. | If you are a **parent**:  My income is as follows: | | If you are a **non-parent**:  My family’s income is as follows:  (Complete the right-most column of the table as well.) | | |
| **Table 6-1-1**  (Use additional rows if required) | | | | | |
|  |  |  | |  | Complete this column only if you are **not** a parent |
| **S/N** | **Source of income** | **Provide details of the source of income, e.g. name of of employer / property / business.** | | **Amount per month**  **(in SGD)** | **State who is the income -earner** |
| (a) | Salary  Rental  Business profits  Endowment / CPF payouts  Financial Assistance  Others:   |  | | --- | | Enter details here. | | Enter details here. | | Gross: $ Enter amount here.  Nett: $ Enter amount here. |  |
| (b) | Salary  Rental  Business profits  Endowment / CPF payouts  Financial Assistance  Others:   |  | | --- | | Enter details here. | | Enter details here. | | Gross: $ Enter amount here.  Nett: $ Enter amount here. |  |
|  |  | **Monthly Total** | | Gross: $ Enter amount here.  Nett: Enter amount here. |  |

|  |  |
| --- | --- |
| **Part 2: Family expenses** | |
| 2. | My personal expenses are as follows:  (Use additional rows for items not listed if required.) |

|  |  |  |  |
| --- | --- | --- | --- |
| **Table 6-1-2** | | | |
| **S/N** | **Items** | **Amount per month**  **(in SGD)** | *Notes*  *If an expense is not incurred monthly, please state the amount as a monthly average.*  *Eg. if the expense is $60 every 3 months, you should state it as $20 per month.*  *Item (k) refers to the support you give to persons besides the child(ren), e.g. extended family or ex-spouse.* |
| (a) | Food | Enter amount here. |
| (b) | Transport / Fuel expenses | Enter amount here. |
| (c) | Utilities | Enter amount here. |
| (d) | Telephone, Internet, Cable TV charges | Enter amount here. |
| (e) | Medical expenses | Enter amount here. |
| (f) | Rent | Enter amount here. |
| (g) | Insurance premiums | Enter amount here. |
| (h) | Payment of debts  *Complete question 2a in this Section.* | Enter amount here. |
| (i) | Maintenance | Enter amount here. |
| (j) | Tax payments | Enter amount here. |
| (k) | Financial provision for:   |  | | --- | | Enter name of person here. |   *Complete question 2b in this Section.* | Enter amount here. |
| (l) | Enter details here. | Enter amount here. |
| (m) | Enter details here. | Enter amount here. |
| (n) | Enter details here. | Enter amount here. |
| (o) | Enter details here. | Enter amount here. |
| **Monthly TOTAL** | | Enter amount here. |  |
|  | | | |

|  |  |
| --- | --- |
| 2a. | The debts in item (h) in table 6-1-2 are: |
|  |  |
| |  |  |  |  |  | | --- | --- | --- | --- | --- | | **S/N** | **Name of creditor**  **and**  **Account number** | **Nature of debt / loan (eg. personal loan, credit card / credit line)** | **Amount outstanding as of**   |  | | --- | | **Enter date here.** | | | (a) | Enter name of creditor and account number here. | Enter nature of debt/loan here. | **$** Enter amount here. | | (b) | Enter name of creditor and account number here. | Enter nature of debt/loan here. | **$** Enter amount here. | |  |  | **TOTAL** | **$** Enter amount here. | | |
|  | |
| 2b. | The financial provision in item (k) in table 6-1-2 is: |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **S/N** | **Name of person and/or your relationship with the person** | **How are the monies paid?** | **How often are the monies paid?** | **Amount per month (in SGD)** |
| (a) | Enter full name as per NRIC/Passport and/or your relationship with the person here. | In cash to the person  Bank transfer to the person  Direct payment to relevant agency  Others:   |  | | --- | | Enter details here. | | Monthly  Others: Enter details here. | Enter amount here. |
| (b) | Enter full name as per NRIC/Passport and/or your relationship with the person here. | In cash to the person  Bank transfer to the person  Direct payment to relevant agency  Others:   |  | | --- | | Enter details here. | | Monthly  Others: Enter details here. | Enter amount here. |
|  |  | **Monthly TOTAL** | Enter amount here. | |

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 3. The monthly expenses for the child(ren)’s are:  *(Use additional rows for items not listed.)* | | | | | | | | | | |
| **Table 6-1-3** | | | | | | | | | | |
| *Notes*  *If an expense is not incurred monthly, please state the amount as a monthly average.*  *To explain an unusual expense, state the reasons in the “remarks” column.* | | | | | | | | | | |
| **S/N** | **Items** | | Name of child:  Enter name of child here. | | | Name of child:  Enter name of child here. | | | Name of child:  Enter name of child here. | |
| **Amount per month (in SGD)** | **Remarks** | | **Amount per month (in SGD)** | **Remarks** | | **Amount per month (in SGD)** | **Remarks** |
| 1 | Food  (including milk) | | **$** Enter amount here. | Enter remarks here. | | **$** Enter amount here. | Enter remarks here. | | **$** Enter amount here. | Enter remarks here. |
| 2 | Transport | | **$** Enter amount here. | Enter remarks here. | | **$** Enter amount here. | Enter remarks here. | | **$** Enter amount here. | Enter remarks here. |
| 3 | Mobile phone charges | | **$** Enter amount here. | Enter remarks here. | | **$** Enter amount here. | Enter remarks here. | | **$** Enter amount here. | Enter remarks here. |
| 4 | Pocket money | | **$** Enter amount here. | Enter remarks here. | | **$** Enter amount here. | Enter remarks here. | | **$** Enter amount here. | Enter remarks here. |
| 5 | School fees | | **$** Enter amount here. | Enter remarks here. | | **$** Enter amount here. | Enter remarks here. | | **$** Enter amount here. | Enter remarks here. |
| 6 | Enrichment fees | | **$** Enter amount here. | Enter remarks here. | | **$** Enter amount here. | Enter remarks here. | | **$** Enter amount here. | Enter remarks here. |
| 7 | Extracurricular expenses | | **$** Enter amount here. | Enter remarks here. | | **$** Enter amount here. | Enter remarks here. | | **$** Enter amount here. | Enter remarks here. |
| 8 | Schoolbooks, school uniform | | **$** Enter amount here. | Enter remarks here. | | **$** Enter amount here. | Enter remarks here. | | **$** Enter amount here. | Enter remarks here. |
| 9 | Insurance premiums | | **$** Enter amount here. | Enter remarks here. | | **$** Enter amount here. | Enter remarks here. | | **$** Enter amount here. | Enter remarks here. |
| 10 | Enter details here. | | **$** Enter amount here. | Enter remarks here. | | **$** Enter amount here. | Enter remarks here. | | **$** Enter amount here. | Enter remarks here. |
| 11 | Enter details here. | | **$** Enter amount here. | Enter remarks here. | | **$** Enter amount here. | Enter remarks here. | | **$** Enter amount here. | Enter remarks here. |
| **SUB-TOTAL** | | **(1)** | **$** Enter amount here. | | **(2)** | **$** Enter amount here. | | **(3)** | **$** Enter amount here. | |
| **Monthly TOTAL of (1) + (2) + (3)** | | | | | | | | **(4)** | **$** Enter amount here. | |

*Proceed to Section 6-2*

#### Section 6-2: Financial Resources and Standard of Living

|  |  |
| --- | --- |
| 1. | Circumstances which affect income or ability to maintain self or child(ren) |
|  |  |
| A. | These are my available financial resources.  *(Use additional rows if required)*   |  |  |  |  | | --- | --- | --- | --- | | **Table 6-2-1** | | | | | **S/N** | **Financial resource / Asset**  **(E.g. bank account)** | **Value (SGD)** | **Is the resource used to pay for your personal expenses / child(ren)’s expenses?**  **If no, explain the reasons.** | | 1. |  |  |  | | 2. |  |  |  | |
| B. | If there are circumstances which will significantly affect your income or contribution to your child(ren), please state briefly your circumstances, the history or reasons, and how it affects your income or contribution.  ***Notes:*** *For easy reference, number each paragraph and sub-points clearly. Use headers or titles to identify different issues.*   |  | | --- | | Enter details here. | |
| 2. | Standard of living |
|  | If you would like the Court to consider the standard of living enjoyed by the child(ren), provide brief details below:  ***Notes:*** *For easy reference, number each paragraph and sub-points clearly. Use headers or titles to identify different issues.*   |  | | --- | | Enter details here. | |

*Proceed to Section 7*

### Section 7: Reasons for the Application

|  |
| --- |
| For all applications, state in detail the reasons for your application and why your application is in the best interests of the child(ren).  (***Notes:*** *For easy reference, number each paragraph and sub-points clearly. Use headers or titles to identify different issues.)* |
| |  | | --- | | Enter details here. | |

### Section 8: Summary of Claim

|  |  |  |
| --- | --- | --- |
| 1. | I am asking that the Court grants this Originating Application / summons.  Others:   |  | | --- | | Enter details here. | |

### Section 9: Affirmation

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

### Section 10: Exhibit Content Page

You must attach, with your application, a copy of the documents in Table 10-1 (if applicable) and all documents which you intend to rely on to support your position (collectively “Required Documents”).

If you are unable to provide the Required Documents, you must explain the lack of documents in Table 10-2.

You may wish to refer to Part 9, Rule 16 of the Family Justice (General) Rules 2024 for the consequences of not providing the Required Documents.

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| |  |  |  | | --- | --- | --- | | **Table 10-1** | | | | **Exhibit number** | **Reference in Form to the exhibit**  *(e.g. Paragraph 1 of Section 5)* | **Page numbers** | | **Section 2** | | | | E1 | Document evidencing appointment of guardian by deceased parent (e.g. a copy of parent’s will or Order of Court) | Enter page no. | | E2 | Translated copy of document evidencing appointment of guardian by deceased parent (e.g. a copy of parent’s will or Order of Court), if not in English  *The translation must be done by either a Court interpreter or a certified translator with proof of the translator’s certification*. | Enter page no. | | E3 | Death certificate(s) of parent(s) | Enter page no. | | E4 | Translated copy of death certificate(s) of parent(s), if not in English  *The translation must be done by either a Court interpreter or a certified translator with proof of the translator’s certification*. | Enter page no. | | **Section 3** | | | | E5 | Completed Notice of Syariah Court proceedings (Form 58) | Enter page no. | | E6 | Syariah Court commencement certificate (referred to in paragraph 3a of the Notice of Syariah Court Proceedings Form) | Enter page no. | | E7 | Syariah Court continuation certificate (referred to in paragraph 3b of the Notice of Syariah Court Proceedings Form) | Enter page no. | | E8 | Consent and Syariah Court certificate of attendance (referred to in paragraph 3c of the Notice of Syariah Court Proceedings Form) | Enter page no. | | **Section 4** | | | | E9 | Copy of child(ren)’s birth certicate(s) | Enter page no. | | E10 | Translated copy of child(ren)’s birth certicate(s), if not in English  *The translation must be done by either a Court interpreter or a certified translator with proof of the translator’s certification*. | Enter page no. | | E11 | Relevant Order of Court / document relating to child(ren), if applicable (e.g. Personal Protection Order, Youth Court order, voluntary arrangement with MSF, existing order for child(ren)’s maintenance, existing order for child(ren)’s living and contact arrangements or any other related orders). | Enter page no. | | **Section 6-1 (Table 1)** | | | | E12 | Payslips or similar documents to show evidence of income for the past 6 months | Enter page no. | | E13 | Current employment contract OR similar evidence showing the current terms of my employment | Enter page no. | | E14 | Tax assessment notices or similar documents for the past 3 years | Enter page no. | | E15 | Updated ACRA search results or similar documents to show ownership of my businesses | Enter page no. | | E16 | Current tenancy agreement or similar evidence showing the rental I receive | Enter page no. | | E17 | Updated search results on my bankruptcy status (if the Applicant is an undischarged bankrupt) | Enter page no. | | **Section 6-1 (Tables 2 & 3)** | | | | E18 | Documents to prove my monthly expenses | Enter page no. | | E19 | Evidence of debt(s) owed | Enter page no. | | E20 | Evidence on financial provision for dependents | Enter page no. | | E21 | Documents to prove the child(ren)’s monthly expenses | Enter page no. | | **All Other Evidence to Support Application** | | | | E22 | Enter details of paragraph/section in which the exhibit relates to. | Enter page no. | | E23 | Enter details of paragraph/section in which the exhibit relates to. | Enter page no. | | E24 | Enter details of paragraph/section in which the exhibit relates to. | Enter page no. | | E25 | Enter details of paragraph/section in which the exhibit relates to. | Enter page no. | | E26 | Enter details of paragraph/section in which the exhibit relates to. | Enter page no. |   (Expand the table if required)   |  |  | | --- | --- | | **Table 10-2** | | | **State the name of the Required Document not provided** | 1. **State the reasons for lack of document** 2. **If alternative document is provided instead, state the alternative document.** | | Enter details here. | Enter details here. | | Enter details here. | Enter details here. | | Enter details here. | Enter details here. | | Enter details here. | Enter details here. | | Enter details here. | Enter details here. |   (Expand the table if required) | *Notes*  *Use this content page if you have documents as exhibits.*  *The page numbers for the exhibits should run consecutively from the last page of the affidavit or numbered differently for identification, eg. E1, E2, if the exhibit page starts as page 1.* |
|  |  |
| *Please ensure that you have completed all relevant fields and attached all required documents. If there are missing information or documents, the Court may subsequently require you to provide these information or documents. You may incur additional fees as a result.*  *The exhibits are to be attached from this page onwards.*  *The exhibit cover page in accordance with the Generic Affidavit (Form 54) of the Family Justice (General) Rules 2024 to be placed between each distinct exhibit.* | |