56B.

PDF UPLOAD

P.2, r.19, P.5, r.3, 15 FJ(G)R 2024

**Originating Application  Summons   
for ☐ Spouse ☐ Child(ren) Maintenance (Variation / Rescission)**

1. This Form is used to apply for variation or rescission of maintenance orders made in the Family Justice Courts:

(a) with the prefix “OAD”, “OADT”, “OADV”, “OADTV”, “D”, “DT”;

(b) after a foreign divorce (pursuant to section 121B Women’s Charter 1961).

2. The application is to be made by summons if the order (whether interim or final) to be varied or rescinded has the prefix “OAD”, “OADT”, “OADV”, “OADTV”, “OAF”. “OAFV”.

In all other situations, the application is to be made by Originating Application.

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

|  |  |
| --- | --- |
| If you are applying for: | Use instead: |
| Variation, setting aside, rescission or revocation of maintenance order(s) with the prefix “MO” or “EMO”. | Maintenance Complaint Form (Form 23A) |
| Variation, rescission of maintenance order(s) made pursuant to the Guardianship of Infants Act 4939 or section 17(1)(d) of the Supreme Court of Judicature Act. | Originating Application / Summons for Children Orders (Variation / Rescission) (Form 55B) |

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 the form is submitted to the Court as Summons, will be generated in accordance with the layout of the generated Summons (Form 67).

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| 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. | | *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).* |

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| **Part A** | | |
|  |  |  |
|  | I am applying for: |  |
| 1. | The order of court dated [Enter date here] is to be varied as set out in this summons.  (a) Paragraph(s) [Enter paragraph no. here] is replaced as follows:  State new order(s) here.  (b) A new clause is inserted as paragraph [Enter paragraph no. here] after paragraph [Enter paragraph no. here] as follows:  State new order(s) here.  (c) Paragraph(s) [Enter paragraph no. here] is / are to be rescinded.  (d) [State the changes] | *Options 1 and 2 are provided for use as required in your application.*  *Options (a), (b) and (c) are provided for use as required in your application. You may use the same option more than once, or use your own wordings (option (d)) if these options are not suitable.* |
| 2. | The order of court dated [Enter date here] is rescinded. |  |
|  |  | |

|  |  |  |
| --- | --- | --- |
| **Part B: Costs** | | |
| 3. | **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 are stated in the supporting affidavit.** | | |

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| [[1]](#footnote-1)**If this is filed as a summons, the information below will be generated:** |
| *If you wish to contest the application, you must:*   1. *file an affidavit in reply if you also wish to introduce evidence in this application within 14 days of being served this application and supporting affidavit(s); and* 2. *attend at the Family Justice Courts on the date and time shown above (if any). If you do not attend personally or by lawyer, the Court may make appropriate orders.* |

**Affidavit in support of  Originating Application  Summons for Maintenance (Variation / Rescission)**

This Form is used to provide evidence in support of your Originating Application / Summons for Maintenance (Variation / Rescission) (Form 56B).

Please delete the inapplicable references / sentences when using this Form, and renumber the paragraphs if necessary.

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.

**The Form for completion is from the next page onwards. This cover note need not be included in the filed affidavit.**

[Enter party type here]: [Enter name of maker here]: [Enter ordinal number of affidavit (in relation to previous affidavits filed by the same party) here]: [Enter date of affidavit filed here]: [Enter hearing type and summons no. (if applicable) here][[2]](#footnote-2)

**IN THE FAMILY JUSTICE COURTS OF THE REPUBLIC OF SINGAPORE**

|  |  |
| --- | --- |
| Originating Application  No. FC/OA [number]/[year]  Sub Case No. [number]/[year][[3]](#footnote-3) | Between  [Applicant’s name]  [ID No.]  … Applicant(s)  And  [Respondent’s name]  [ID No.]  … Respondent(s) |

**AFFIDAVIT IN SUPPORT OF**

**THE APPLICATION FOR MAINTENANCE (VARIATION / RESCISSION)**

**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. |
|  | | |
|  | I am the [enter party type i.e. Applicant or Respondent / witness for [party type] here] in [enter main case number here].[[4]](#footnote-4) | |
|  | This affidavit is in support of the Originating Application / summons. | |
|  | 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. | |
|  | I am applying for  variation  rescission of the  interim  final maintenance order (“Court Order”)  for myself as the spouse / ex-spouse only.  for myself and the following child(ren): Enter name(s) of child(ren) here. | |
| 5. | The details of the children are in **Annex A**. | |
| 6. | The details of the  variation  rescission I am seeking are set out here[[5]](#footnote-5):   |  |  |  |  | | --- | --- | --- | --- | | **S/N** | **Recipient of the maintenance** | **Current maintenance** | **New maintenance sought** | | 1 | Spouse / Ex-spouse  Child(ren): Enter child(ren) name(s) here. | **$** Enter amount here.  per month  per year  Others: Please specify frequency | **$** Enter amount here.  per month  per year  Others: Please specify frequency | | |

**Section 2: Employment Details**

|  |  |
| --- | --- |
| Select an applicable option from either the orange, green or yellow rows (ie. the 3 options numbered as paragraphs 7 to 9 or 10) and delete the inapplicable options. Then proceed to paragraph 11. | |
| 7.  8.  9. | I am unemployed.  I have never been employed.  The details of my lack of employment are:   |  | | --- | | Enter details here. | |
| 7.  8. | I am an employee / self-employed.  ^My current job details are as follows:   |  |  |  | | --- | --- | --- | | (a) | Name of organisation | Enter details here. | | (b) | Address of organisation | Enter details here. | | (c) | Designation (if you are an employee) | Enter details here. | | (d) | Nature of business (if you are self-employed) | Enter details here. | | (e) | Nature of employment | Full-time  Part-time  Ad-hoc/casual | | (f) | State your working hours | Enter details here. |   ^I hold more than 1 job. The details of my other job are as follows:   |  |  |  | | --- | --- | --- | | (a) | Name of organisation | Enter details here. | | (b) | Address of organisation | Enter details here. | | (c) | Designation (if you are an employee) | Enter details here. | | (d) | Nature of business (if you are self-employed) | Enter details here. | | (e) | Nature of employment | Full-time  Part-time  Ad-hoc/casual | | (f) | State your working hours | Enter details here. | |
| 9. | I provide the additional information on my employment:  Include additional information if any.   |  | | --- | | Enter details here. | |
| 7.  8. | I am unemployed.  My previous job details are as follows:   |  |  |  | | --- | --- | --- | | (a) | Name of organisation | Enter details here. | | (b) | Address of organisation | Enter details here. | | (c) | Designation (if you are an employee) | Enter details here. | | (d) | Nature of business (if you are self-employed) | Enter details here. | | (e) | Nature of employment | Full-time  Part-time  Ad-hoc/casual | | (f) | State your working hours | Enter details here. | |
| 9.  10. | |  |  | | --- | --- | | (a) | When did you stop working? | | Enter details here. | | (b) | Why did you stop working? | | Enter details here. | | (c) | What is your last drawn salary? | | Enter details here. |   I provide the additional information on my lack of employment:  Include additional information if any.   |  | | --- | | Enter details here. | |
|  |  |
| 11. | I am not a director, partner or sole proprietor of any company in Singapore or overseas. / I am a director, partner or sole proprietor of the following companies[[6]](#footnote-6):   |  |  |  |  | | --- | --- | --- | --- | | S/N | Name of Company | Country of incorporation | I receive remuneration from my position | | (a) | Enter details here. | Enter details here. | Yes  No | | (b) |  |  | Yes  No | | (c) |  |  | Yes  No | |

*Proceed to Section 3.*

**Section 3: Variation of maintenance: Reasons**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | | | | | |
| 12. | There are changes in my income from the time when the Court Order was issued.[[7]](#footnote-7)  There are no changes in my income from the time when the Court Order was issued.[[8]](#footnote-8) | | | | |
|  | | | | | | | | |
| **Income** | | | | | | | | |
|  | | | | Previous | Current | | Previous | Current |
| S/N | | Source of income | | Provide details of the source of income, e.g. name of of employer / property / business. | Provide details of the source of income, e.g. name of of employer / property / business. | | Previous income  Amount per month  (in SGD) | Current income  Amount per month  (in SGD) |
| (a) | | Salary  Rental  Business profits  Endowment / CPF payouts  Financial Assistance  Others:   |  | | --- | | Enter details here. | | | Enter details here. | Enter details here. | | Gross: Enter amount here.  Nett: Enter amount here. | Gross: Enter amount here.  Nett: Enter amount here. |
| **Monthly TOTAL** | | | | | | | Gross: Enter amount here.  Nett: Enter amount here. | Gross: Enter amount here.  Nett: Enter amount here. |

|  |  |  |
| --- | --- | --- |
| 13. | There are changes in my personal expenses from the time when the Court Order was issued.[[9]](#footnote-9)  There are no changes in my personal expenses from the time when the Court Order was issued.[[10]](#footnote-10) | |
|  | | | |
| **Personal expenses[[11]](#footnote-11)** | | | |
| |  |  |  |  |  | | --- | --- | --- | --- | --- | | S/No. | Items | Previous expense (per month) | Currrent expense (per month) | *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. | **$** Enter amount here. | | (b) | Transport / Fuel expenses | **$** Enter amount here. | **$** Enter amount here. | | (c) | Utilities | **$** Enter amount here. | **$** Enter amount here. | | (d) | Telephone, Internet, Cable TV charges | **$** Enter amount here. | **$** Enter amount here. | | (e) | Medical expenses | **$** Enter amount here. | **$** Enter amount here. | | (f) | Rent | **$** Enter amount here. | **$** Enter amount here. | | (g) | Insurance premiums | **$** Enter amount here. | **$** Enter amount here. | | (h) | Payment of debts  *Complete question 13a in this Section.* | **$** Enter amount here. | **$** Enter amount here. | | (i) | Maintenance | **$** Enter amount here. | **$** Enter amount here. | | (j) | Tax payments | **$** Enter amount here. | **$** Enter amount here. | | (k) | Financial provision for:   |  | | --- | | Enter name of person here. |   *Complete question 13b in this Section.* | **$** Enter amount here. | **$** Enter amount here. | | (l) | Enter details here. | **$** Enter amount here. | **$** Enter amount here. | | (m) | Enter details here. | **$** Enter amount here. | **$** Enter amount here. | | (n) | Enter details here. | **$** Enter amount here. | **$** Enter amount here. | |  | **Monthly TOTAL** | **$** Enter amount here. | **$** Enter amount here. | | | | |
|  | | | |
| 13a. | | The debts in item (h) in the Personal Expenses table are: | |
| |  |  |  |  | | --- | --- | --- | --- | | S/N | Name of creditor  and  Account number | Nature of debt / loan (eg. personal loan, credit card / credit line) | Amount outstanding (in SGD) | | (a) | Enter name of creditor and account number here. | Enter nature of debt/loan here. | Enter amount here.  As of: enter date here. | | (b) | Enter name of creditor and account number here. | Enter nature of debt/loan here. | Enter amount here.  As of: enter date here. | |  |  | **TOTAL** | **$** Enter amount here. | | | | |
|  | | | |
| 13b. | | The financial provision in item (k) in the Personal Expenses table 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. |
| (c) | 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**  Write this TOTAL in Item 13(k) above. | Enter amount here. | |

|  |  |
| --- | --- |
| 14. | There are changes in the children expenses from the time when the Court Order was issued.[[12]](#footnote-12)  There are no changes in the children expenses from the time when the Court Order was issued.[[13]](#footnote-13) |
|  | |
| **Child(ren) expenses[[14]](#footnote-14)** | |
| |  |  |  |  |  | | --- | --- | --- | --- | --- | | Name of child:  Enter name of child here. | | Previous expense  (per month) | Current expense  (per month) | *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 $20 per month.* | | S/No. | Items | Amount in S$ (per month) | | | 1 | Food  (including milk) | **$** Enter amount here. | **$** Enter amount here. | | 2 | Transport | **$** Enter amount here. | **$** Enter amount here. | | 3 | Mobile phone charges | **$** Enter amount here. | **$** Enter amount here. | | 4 | Pocket money | **$** Enter amount here. | **$** Enter amount here. | | 5 | School fees | **$** Enter amount here. | **$** Enter amount here. | | 6 | Enrichment fees | **$** Enter amount here. | **$** Enter amount here. | | 7 | Extracurricular expenses | **$** Enter amount here. | **$** Enter amount here. | | 8 | Schoolbooks, school uniform | **$** Enter amount here. | **$** Enter amount here. | | 9 | Insurance premiums | **$** Enter amount here. | **$** Enter amount here. | | 10 | Enter details here. | **$** Enter amount here. | **$** Enter amount here. | | 11 | Enter details here. | **$** Enter amount here. | **$** Enter amount here. | |  | **Monthly TOTAL** | **$** Enter amount here. | **$** Enter amount here. | | |

**Section 4: Reasons for the Application**

|  |  |
| --- | --- |
| 15. | Circumstances which affect income or ability to maintain self, spouse or child(ren) |
| A. | These are my available financial resources.[[15]](#footnote-15) |
| |  |  |  |  | | --- | --- | --- | --- | | **S/N** | **Financial resource / Asset**  **(Eg. bank account)** | **Value (SGD)** | **Is the resource used to pay for your personal expenses / child(ren)’s expenses?**  **If no, explain the reasons.** | | 1. | Enter details here. | **$** Enter amount here. | Enter details here. | | 2. | Enter details here. | **$** Enter amount here. | Enter details here. | |
| B. | If there are circumstances which will significantly affect your income or contribution to your spouse or your child(ren), please state briefly your circumstances, the history or reasons, and how it affects your income or contribution.   |  | | --- | | Enter details here. | |
| 16. | Standard of living |
|  | If you would like the Court to consider the standard of living enjoyed by the family during the marriage, provide brief details. |
|  | |  | | --- | | Enter details here. | |
|  |  |
| **Reasons for the application** | |
|  | |
| 17. | State the changes which had occurred since the existing order was made and how the changes will support your application.[[16]](#footnote-16)   |  | | --- | | Enter details here. | |
|  |  |
| 18. | Only for incapacitated husband applying for variation of maintenance for incapacitated husband.[[17]](#footnote-17) |
|  | |  |  |  | | --- | --- | --- | | (a) | Nature of incapacity | Enter details here. | | (b) | Is the incapacity permanent or temporary? | Select the applicable option. | | (c) | Date of most recent medical report(s) with details of incapacity | Enter a date here. | | (d) | Name of doctor | Enter name of doctor here. | | (e) | Is the doctor licensed to practise in Singapore? | Yes.  No.   |  |  | | --- | --- | | If no, state the country: | Enter country here. | | |

**Section 5: Summary of Claim**

|  |  |
| --- | --- |
| 19. | I am asking that the Court grants the  Originating Application  summons. |

**Annex A: Details of Child(ren)**

Complete Annex A for each child.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **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. | | | |

**Section 6: 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 7: Exhibit Content Page**

You must attach, with your application, a copy of the documents listed in Table 7-1 (where 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 7-2.

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 7-1** | *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.* |
| |  |  |  | | --- | --- | --- | | **Exhibit number** | **Document Name /**  **Reference in Affidavit to the exhibit**  *(e.g. Paragraph 1 of Section 5)* | **Page numbers** | | **Section 2** | | | | E1 | Payslips or similar documents to show evidence of income for the past 6 months | Enter page no. here. | | E2 | Current employment contract OR similar evidence showing the current terms of my employment | Enter page no. here. | | E3 | Tax assessment notices or similar documents for the past 3 years | Enter page no. here. | | E4 | Updated ACRA search results or similar documents to show ownership of my businesses | Enter page no. here. | | E5 | Current tenancy agreement or similar evidence showing the rental I receive | Enter page no. here. | | E6 | Updated search results on my bankruptcy status (if the filing party is an undischarged bankrupt) | Enter page no. here. | | **Section 3** | | | | E7 | Documents to prove my monthly expenses | Enter page no. here. | | E8 | Evidence of debt(s) owed | Enter page no. here. | | E9 | Evidence on financial provision for dependents | Enter page no. here. | | E10 | Documents to prove the child(ren)’s monthly expenses | Enter page no. here. | | E11 | Evidence that I have supported my dependents | Enter page no. here. | | E12 | My medical report OR evidence of my incapacity to work | Enter page no. here. | | E13 | Documents to prove payment of stated expenses | Enter page no. here. | | E14 | Copy of Court Order(s) with maintenance order to vary | Enter page no. here. | | E15 | Documents to prove change in income | Enter page no. here. | | E16 | Documents to prove change in personal expenses | Enter page no. here. | | E17 | Documents to prove change in child(ren) expenses | Enter page no. here. | | E18 | Copies of bank statements for the past 3 months | Enter page no. here. | | **Section 5** | | | | E19 | Medical report certifying details of incapacity (for incapacitated husband) | Enter page no. here. | | E20 | Enter details of paragraph/section in which the exhibit relates to here. | Enter page no. here. | | E21 | Enter details of paragraph/section in which the exhibit relates to here. | Enter page no. here. | | E22 | Enter details of paragraph/section in which the exhibit relates to here. | Enter page no. here. | | E23 | Enter details of paragraph/section in which the exhibit relates to here. | Enter page no. here. | | E24 | Enter details of paragraph/section in which the exhibit relates to here. | Enter page no. here. |     **Table 7-2**  *If any of the Required Document(s) listed in Table 7-1 is not provided, state your reasons below.*   |  |  | | --- | --- | | **State the name of 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. | |

|  |
| --- |
| *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.* |

1. Not applicable if the summons/application is without notice, i.e. there is no responding party. [↑](#footnote-ref-1)
2. Refer to paragraph 133(5) of the Family Justice Courts Practice Directions 2024 if required. [↑](#footnote-ref-2)
3. To insert sub-case details if relevant. [↑](#footnote-ref-3)
4. You may refer to the Originating Application for your party type.

   Please state the OA case number i.e. FC/OAD 1/2022 and not the sub-case number. [↑](#footnote-ref-4)
5. Use additional rows in the table if required. [↑](#footnote-ref-5)
6. Add additional rows if required. [↑](#footnote-ref-6)
7. Complete the columns titled “Previous” and “Current” in the table. [↑](#footnote-ref-7)
8. Complete the columns titled “Current” in the table. [↑](#footnote-ref-8)
9. Complete the columns titled “Previous” and “Current” in the table. [↑](#footnote-ref-9)
10. Complete the columns titled “Current” in the table. [↑](#footnote-ref-10)
11. Use additional rows for items not listed. [↑](#footnote-ref-11)
12. Complete the columns titled “Previous” and “Current” in the table. [↑](#footnote-ref-12)
13. Complete the columns titled “Current” in the table. [↑](#footnote-ref-13)
14. You must use a separate table for each child. Use additional rows for items not listed. [↑](#footnote-ref-14)
15. Use additional rows if required. [↑](#footnote-ref-15)
16. For easy reference, number each paragraph and sub-points clearly. Use headers or titles to identify different issues. [↑](#footnote-ref-16)
17. To be included if you are an incapacitated husband applying for variation of maintenance (other than rescission). [↑](#footnote-ref-17)