# 152.

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Para 197 PD 2024

## Application to Use the Video Conference Facilities or Mobile Infocomm Technology Facilities (MIT facilities)

Date: Enter date here

To: The Registrar

Family Justice Courts

3 Havelock Square

Singapore 059725

[In cases involving alternative dispute resolution, to provide the information set out below:

Through: Please specify the relevant person-in-charge at the organisation at which the dispute resolution process is carried out, such as Registrar, Singapore International Arbitration Centre or the Executive Director, Singapore Mediation Centre.]

### Part I

|  |  |
| --- | --- |
| Application by: | Law Firm  Individual |
| Name of applicant / law firm: | Enter name here |
| Name of lawyer / secretary-in-charge  of matter: | Enter name here |
| Address: | Enter address here |
| E-mail address: | Enter email address here |
| Telephone and mobile numbers: | Enter number(s) here |
| Case number: | Enter case number here |
| Name of parties: | Enter names of parties here |
| Date(s) of hearing: | From [Enter date here] to [Enter date here] |

### Part II

|  |  |
| --- | --- |
| Application for the use of: | Video Conference Facilities  *Complete paragraph (a) below.*  MIT facilities.  *Complete paragraph (b) below.* |
| In respect of: | Court Proceedings  Alternative Dispute Resolution |

#### Date(s) and time when use of Video Conference Facilities is required:

|  |  |
| --- | --- |
| Dates of scheduled use:  Enter date(s) here | Total No. of days: Enter no. here |
| Start date and time (1st scheduled day of use): Enter date here | |
| End date and time (last scheduled day of use): Enter date here | |

**Facility** (Tick box)**:**

|  |  |
| --- | --- |
| **Video-Conferencing system**  State the country, state and city: Enter details here |  |

#### Date(s) and time when use of MIT facilities are required:

|  |  |
| --- | --- |
| Dates of scheduled use:  Enter date(s) here | Total No. of days: Enter no. here |
| Start date and time (1st scheduled day of use): Enter date here | |
| End date and time (last scheduled day of use): Enter date here | |

**Facility** (Tick box)**:**

|  |  |
| --- | --- |
| 1. **Interactive Display Board with HD display** | |
| 1. 65” HD touch-screen display |  |
| 1. Internet access via browser |  |
| 1. Recording of voices and actions (e.g., annotations on image or on google maps) |  |
| 1. Multi-format disc player (which allows the playback of DVD-audio, DVD-video, DVDRAM, DVD-R, CD, CD-R/RW and SVCD media) |  |
| 1. **Audio Visual Projection Facility** | |
| 1. **Other Audio Visual Equipment\*** | |
| 1. Multi-format disc player (which allows the playback of DVD-Audio, DVD-Video, DVD-RAM and DVD-R) |  |
| 1. Visualiser |  |
| 1. Others\*: Please list here |  |

*\*Subject to availability of such equipment*

We undertake to compensate the Family Justice Courts for all damage caused to the equipment, furniture or fittings in connection with the hearing.

[The Applicant/Respondent or the solicitors for the Applicant/Respondent, as the case may be]