

Form 9J (A)*

Confidential and Without Prejudice

IN THE STATE COURTS OF THE REPUBLIC OF SINGAPORE

[CASE NUMBER]

OPENING STATEMENT FOR PLAINTIFF/DEFENDANT (CONCILIATION)

1. Parties attending the conciliation session

- (a) Plaintiff/Defendant/other party to suit
- (b) [Name of any other party attending; reason for attending]
- (c)

Where party is a corporate entity,

- (a) [Name and position of authorised representative of Plaintiff/Defendant]

2. Brief summary of facts

[Summarise your version of facts that gave rise to your claim/defence.]

3. Claim/Defence/Counterclaim/Defence to Counterclaim

[Summarise your legal claim or Defence.]

*This Form may be downloaded from: <https://www.judiciary.gov.sg> under "Resources, Forms, Civil Matters".

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4. Evidence supporting claim

A. Essential documents

The following *essential* documents are currently being relied on to support our claim/defence (without prejudice to modification after discovery):

- (a) [Provide very brief details on how each document supports your case. Append a copy of the essential documents to your opening statement.]
- (b) ...

B. Essential witnesses

We currently intend to rely on the following *essential* witnesses if the case goes to court (without prejudice to modification after extracting order of court containing court's directions for exchange of affidavits of evidence-in-chief):

- (a) [Provide a very brief outline of what you believe each essential witness will say.]
- (b) ...

5. Suggested Possible Solution/s at Resolving Dispute

The Plaintiff/Defendant suggests the following to resolve the dispute:

- (a) [Provide details on the suggested solution/s and reason/s why the party thinks it is viable and effective. If the suggested solution is premised on statute or legal precedents, set out the statutory provision(s) or points of law briefly.]

6. Other relevant information for settlement

[Provide any other information that may be beneficial in reaching a settlement.]

Dated this [-] day of [-] 20__

SOLICITORS FOR THE [PLAINTIFF/DEFENDANT]