

Form 28
CLAIM

IN THE COMMUNITY DISPUTES RESOLUTION TRIBUNALS

Claim No.)
Of 20 .)

Between

(name of Plaintiff)

And

(name of Respondent)

IMPORTANT: THIS FORM MUST BE TYPE-WRITTEN.
READ EXPLANATORY NOTE TO THE PLAINTIFF ON PAGE 4 BEFORE COMPLETING IT.
It is an offence to give information or to produce any document to the Tribunal which you know or believe to be false.

Part A – Particulars of Plaintiff and Respondent

1. My particulars are as follows:
 - (a) Name:
 - (b) NRIC No. (for Singapore citizen/Singapore Permanent Resident)/No., type and country of issue of foreign identification document (for foreign citizen):
 - (c) Address:
 - (d) Telephone No.:
 - (e) E-mail Address (optional):
 - (f) Fax No. (if available):

2. I wish to lodge a claim under section 4 of the Community Disputes Resolution Act (Act No. 7 of 2015) against the respondent.

3. The respondent's particulars are as follows:
 - (a) Name:
 - (b) Address:
 - (c) Telephone No. (if known):
 - (d) E-mail Address (if known):
 - (e) Fax No. (if known):

Part B – Particulars of Claim

1. The respondent is a neighbour who lawfully resides (*please tick only one box*):
 - in the same building as I do.
 - within 100 metres of my place of residence.

2. The respondent has caused unreasonable interference with my enjoyment or use of my place of residence in the following way / ways (*please tick the relevant box / boxes*):
 - causing excessive noise, smell, smoke, light or vibration.
 - littering at or in the vicinity of my place of residence.
 - obstructing my place of residence, by placing any thing or object, or by any other manner, at or in the vicinity of my place of residence.
 - interfering with me/my movable property, at or in the vicinity of my place of residence.
 - surveillance of me or my place of residence, where the surveillance is done at or in the vicinity of my place of residence.
 - trespassing on my place of residence.
 - allowing an animal owned by or under the care or control of the respondent to trespass on my place of residence, to cause excessive noise or smell, or to defecate or urinate at or in the vicinity of my place of residence.
 - others (please state) _____.

3. The particulars of each incident are as follows (*please provide details of each incident, including the relevant date and time of each incident, and according to the actual sequence of incidents*):

4. I wish to claim the following remedies (*please tick the relevant box / boxes*):
 - a tribunal order for damages in the sum of \$_____.
 - an injunction (*please state the specific act / acts which you want to be stopped*):
_____.
 - specific performance (*please state the specific act / acts which you want to be performed*):
_____.
 - an apology to me, in such form or manner as the court thinks fit.
 - other remedies (*please specify what other remedies*):
_____.

5. I attach the following evidence in support of my claim (*please tick the relevant box / boxes*):
 - Document (s) (*please specify what documents*):
_____.
 - Photograph (s).

- Other evidence (including video recordings, audio recordings, electronic documents or other records) (*please specify what other evidence*):

6. The evidence which I attached in paragraph 5 above shows the following acts in support of my claim (*please specify what acts are relied upon in each piece of evidence provided, including the relevant date and time of each act, and according to the actual sequence of incidents*):

Part C – Confirmation of Contents

1. I declare that the information that I have provided in this claim and the supporting evidence is true and correct.
2. I am aware that I am liable to prosecution if I have provided in this claim and the supporting evidence information which I know or have reason to believe is false.

Dated this day of , 20

[Signature of plaintiff]

Name of plaintiff

EXPLANATORY NOTE TO THE PLAINTIFF

IMPORTANT: You must provide the full name of your neighbour and his / her address. Please fill in all the fields in the form. An incomplete form and / or incomplete supporting evidence will delay the processing of your application.

1. You may lodge a Claim in the Community Disputes Resolution Tribunal (“the Tribunal”) against your neighbour if he/she has by an act or omission, directly or indirectly, and whether intentionally, recklessly or negligently, caused unreasonable interference with your enjoyment or use of your place of residence.

2. You must include in your Claim all supporting evidence (including documents, photographs, video recordings, audio recordings, electronic evidence etc.) to prove the matters which are stated in your Claim. If you are submitting video or audio recordings, you must provide them in CD rom and also provide relevant transcripts. Any evidence that is not in English must be translated into English by a certified translator before submission.

3. The fee for filing a Claim is **\$150.00**.

CONDITIONS FOR MAKING A CLAIM

4. Your neighbour must be an individual who lawfully resides in a place of residence that is:
- (a) in the same building as your place of residence; or
 - (b) within 100 metres of your place of residence.

This does not include an individual who occupies the same place of residence as you, such as a person who lives with you in the same flat / house but in a different room.

BRIEF PROCEDURE FOR LODGING A CLAIM

5. After filing your Claim, you must serve a copy of the Claim and supporting evidence on your neighbour within 14 days.

6. You must file a Declaration of Service in **Form 29** before the time of the first Pre-Trial Conference, which will be provided to you.

7. Your neighbour has 14 days after the date on which you serve the Claim and supporting evidence on him/her to file a Reply to contest your Claim and serve it on you.

8. You must attend the Pre-Trial Conference on the date, time and place which will be given to you. If you fail to attend the Pre-Trial Conference, the Judge may proceed with the Pre-Trial Conference in your absence and may make such orders as the Judge thinks fit, including dismissing your Claim.

FURTHER INFORMATION

Ministry of Law website: www.minlaw.gov.sg

Ministry of Culture, Community and Youth website: www.mccy.gov.sg

State Courts website: www.statecourts.gov.sg