

Form 34A
REPLY TO APPLICATION FOR SPECIAL DIRECTION UNDER SECTION 6(1) OF THE
COMMUNITY DISPUTES RESOLUTION ACT

IN THE COMMUNITY DISPUTES RESOLUTION TRIBUNALS

Application No.)
Of 20 . ()

Between

(name of Applicant)

And

(name of Respondent)

<p>IMPORTANT: THIS FORM MUST BE TYPE-WRITTEN. READ EXPLANATORY NOTE TO THE RESPONDENT 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.</p>

Part A – Particulars of 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 /foreign identification number (FIN) (for foreign citizen):
- (c) Address:
- (d) Telephone No.:
- (e) E-mail Address (optional):
- (f) Fax No. (if available):

Part B – Particulars of Reply

- 1. An application has been lodged against me in Claim No. [] of 20 for a special direction under section 6(1) of the Community Disputes Resolution Act (Act 7 of 2015).
- 2. I am opposing the application for the following reasons *(please provide details for your reasons, including the relevant date and time of incidents which you wish to raise, and according to the actual sequence of incidents)*:

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

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- Photograph (s)
 - Other evidence *(including video recordings, audio recordings, electronic documents or other records)* *(please specify what other evidence):*
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4. The evidence which I attach shows the following acts in support of my reply *(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 reply and the supporting evidence is true and correct.
2. I am aware that I am liable to prosecution if I have provided in this reply and the supporting evidence information which I know or have reason to believe is false

Dated this day of , 20

[Signature of respondent]

Name of respondent

EXPLANATORY NOTE TO THE RESPONDENT IN AN APPLICATION FOR SPECIAL DIRECTION

**IMPORTANT: Please fill in all the fields in the form.
An incomplete form and / or incomplete supporting evidence will delay the processing of your submission.**

1. An application for a Special Direction in the Community Disputes Resolution Tribunal (“the Tribunal”) may be lodged against a respondent who has failed to comply with an order which was previously given by the Tribunal.
2. A respondent who wishes to contest the application must file a Reply in this form and include all supporting evidence (including documents, photographs, video recordings, audio recordings, electronic evidence etc.) to prove the matters which are stated. 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 Reply is **\$20.00**.
4. A breach of a Special Direction by the Tribunal amounts to a criminal offence under section 7(1) of the Community Disputes Resolution Act. A person who fails to comply with a Special Direction shall be liable on conviction –
 - (a) To a fine not exceeding \$5,000 or to imprisonment for a term not exceeding 3 months or to both; and
 - (b) In the case of a continuing offence, to a further fine not exceeding \$1,000 for every day or part of the day during which the offence continues after conviction, but not exceeding \$10,000 in total.

BRIEF PROCEDURE FOR FILING A REPLY

5. You have 14 days after the date on which you were served the application for a Special Direction and supporting evidence to file a Reply to contest the application against you and serve it on the applicant.
6. 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 making an order against you.

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