**MEMORANDUM**

**(Pursuant to Section 5(4) of the Small Claims Tribunals Act, Cap 308)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Date** | **:** |  |  | **BY HAND** |
| **Claim\*/Counterclaim\* No.** | **:** |  |  |  |

**The Registrar**

**Small Claims Tribunals**

**IN THE MATTER OF CLAIM\*/COUNTERCLAIM\***

**BETWEEN**

**AND**

**We, the undersigned agree that the proceedings of this claim\*/counterclaim\*, which exceeds the prescribed limit of the Small Claims Tribunals but does not exceed $30,000.00, be convened in the Small Claims Tribunals, and agree that the Small Claims Tribunals shall have the jurisdiction to hear and determine the claim\*/counterclaim\*.**

****

**SIGNATURE OF CLAIMANT(S)\*/COUNTERCLAIMANT\***

**NAME** **:**

|  |  |
| --- | --- |
| **NRIC NO.** | **:** |

**DESIGNATION** **:**

**DATE** **:**

**COMPANY’S STAMP (IF APPLICABLE)**

****

**SIGNATURE OF RESPONDENT(S)\***

**NAME** **:**

|  |  |
| --- | --- |
| **NRIC NO.** | **:** |

**DESIGNATION** **:**

**DATE** **:**

**COMPANY’S STAMP (IF APPLICABLE)**

\*delete where applicable