1. Go to iFAMS Homepage – https://ifams.gov.sg and select on the *Maintenance Order Application* or the *Protection Order Application* option.



2. Select on the below option:



File Other Applications or Requests

3. Login using SingPass.

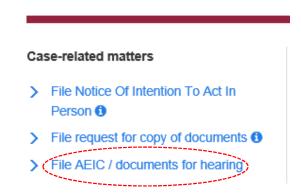
SELECT LOGIN METHOD

Login for Individuals via SingPass



4. Once login to SingPass, select the 'File AEIC / documents for hearing' option under 'Applications and requests' Section as shown below:

Applications and requests



5. Key-in your Case Number, as shown below, and click on the



APPLICATION INFORMATION



6. Click on the button after reading the instructions:



7. Click on + Add Document to submit document(s) to Court as shown below:

Submit documents to Court for your case

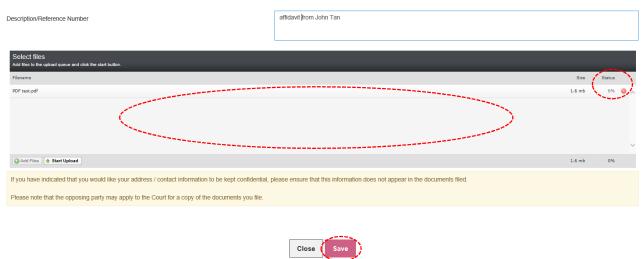


8. Drag and drop the document (only PDF & JPG file format allowed) in the grey box area and Status



- 9. Click on Save Button.
- 10. Repeat Step 7 to 9 for the need to submit additional document.





- 11. Click on button when all documents are uploaded.
- 12. Click on the checkbox indicated below and on in order.

 Submit

 Button when the application form is

DECLARATION



< Cancel and Exit



13. Take note of your Reference No., for future reference, as shown below:

Submit documents to Court for your case



14. You can print the Reference No., the submitted Application Form or return to the Main iFAMS Page as shown below:

Print Acknowledgement Page View Application

Main Page