

IN THE SYARIAH COURT OF THE REPUBLIC OF SINGAPORE

REGISTRAR'S CIRCULAR NO. 1 OF 2022

**CLOSURE OF COURT REGISTRY AND
INHERITANCE CERTIFICATE E-SERVICES
(IMPLEMENTATION OF E-SERVICES FOR FILING OF COURT DOCUMENTS)**

1. E-services for registration for the Marriage Counselling Programme ("MCP") and filing of Court documents will be implemented from 30 November 2022 through the SYC Portal on the Syariah Court's website.
2. To facilitate a smooth transition to the new e-services, there will be a suspension of the Syariah Court's registry services, closure of the Court Registry and inheritance certificate e-services as set out below.

Registration for the Marriage Counselling Programme

3. Registration for MCP will be closed after 30 October 2022. All registration forms for MCP in hardcopy must be submitted and received by 30 October 2022. Any forms submitted or received in hardcopy after 30 October 2022 will not be processed and will be returned to the applicant.
4. Registration for MCP will resume by way of e-services through the SYC Portal on 30 November 2022 or such later date as the Court may direct.

Filing of originating summons for divorce

5. Filing of originating summons for divorce will be suspended after 31 October 2022 and will resume by way of e-services through the SYC Portal on 1 December 2022 or such later date as the Court may direct. Where the deadline for the filing of originating summons for divorce upon completion of MCP falls during the period of suspension, such deadline is brought forward to 31 October 2022.
6. Attention is drawn to section 46A(4) of the Administration of Muslim Law Act and rule 8E of the Muslim Marriage and Divorce Rules. The Court will give due consideration to every application to be allowed to file an application for divorce notwithstanding that a party has not attended the MCP within the prescribed time if the reasons given arise from or relate to the period of suspension.

Filing of other Court documents

7. Filing of other Court documents will be suspended after the respective last date for filing as follows:

<u>Document</u>	<u>Last date for filing</u>
Memorandum of Defence Notices (Notice of Appointment of Solicitor, Notice of Change of Solicitor, Notice of Intention to Act in Person, Notice of Withdrawal)	4 November 2022
Summonses (with affidavit-in-support) Praecipe (Request)	9 November 2022
All other documents (including amended pleadings and affidavits, save for affidavit-in-support of a summons)	18 November 2022

8. Filing of other Court documents will gradually resume by way of e-services through the SYC Portal from 2 December 2022 or such later date(s) as the Court may direct.

Closure of Court Registry

9. The Court Registry will be closed from 12.30 pm on 18 November 2022.

10. In relation to timelines, where the filing deadline for any document (except the originating summons for divorce) falls after the respective last date of filing and before the resumption of filing services for that document through the SYC Portal, such deadline is automatically extended to 3 weeks after the resumption of filing of that document, or such later date as the Court may direct.

11. All documents that are due for collection from the Court Registry must be collected by 12.30 pm on 18 November 2022. All uncollected documents which are not collected before the closure may be collected after the period of closure and may be required to be collected by way of e-services through the SYC Portal upon any further payment as may be required.

12. A solicitor with an urgent application to make in relation to any matter in this circular may request to see the Duty Registrar. The Duty Registrar may make such other direction or order as may be appropriate in the circumstance. Where the direction or order involves the filing of a Court document which cannot be filed due to the suspension of filing services and the closure of the Court Registry, the solicitor may be required to provide an undertaking in the form annexed to this circular.

Closure of Inheritance Certificate e-services

13. Inheritance Certificate e-services on the SYC Portal on the Syariah Court's website will be closed from 18 November 2022 and will resume on 30 November 2022 or such later date as the Court may direct.

14. On resumption of e-services:

(a) Applications which have not been approved and which expire on or before 17 November 2022 will not be renewed.

(b) Applications which have not been approved and which expire during the period of closure of e-services will be renewed for 30 days.

(c) Where the inheritance certificate for an approved application is available for download on the SYC Portal but has not been downloaded before 18 November 2022, and its validity period for download expires during the period of closure of e-services, the availability period for download will be extended by 14 days.

General

15. Court users and members of the public who wish to seek clarification on the closure may call 63548371 or email MCCY_Syariah@mccy.gov.sg.

Dated this 7th day of October 2022



MASAYU NORASHIKIN BINTE MOHAMAD AMIN
REGISTRAR
SYARIAH COURT

IN THE SYARIAH COURT OF THE REPUBLIC OF SINGAPORE

UNDERTAKING TO COURT TO E-FILE DOCUMENTS

1. I, _____ (*name of solicitor*) of _____ (*name of law firm*) do hereby undertake to the Court to file the following documents by way of e-services through the SYC Portal by _____ (*date*) :

- (a) the Originating Summons and accompanying documents;
- (b) the Summons and affidavit-in-support in Originating Summons No. _____;
- (c) _____ (*description of document*) in Originating Summons No. _____.

2. I understand that if I should fail to carry out my undertaking, I am liable to the consequences for non-compliance with an order of the Court.

Signature of solicitor: _____

Name of solicitor: _____

Date: _____

Name of party on whose behalf a law firm is applying	
NRIC / Passport No. of party on whose behalf a law firm is applying	