

249.

O. 110, WRIT OF SUMMONS r. 4(2)

IN THE SINGAPORE INTERNATIONAL
COMMERCIAL COURT

Suit No. of 20 .
(Seal)

Between

Plaintiff(s)

And

Defendant(s)

To THE DEFENDANT(S) [name]
of [address]

THIS WRIT OF SUMMONS has been issued against you by the abovenamed Plaintiff(s) in respect of the claim endorsed herein.

Within days after the service of this Writ on you, you must either satisfy the claim or cause an appearance to be entered for you using the electronic filing service and in default of your so doing the Plaintiff(s) may proceed with the action and judgment may be entered against you without further notice.

Dated this day of 20 .
Counsel for the Plaintiff(s).

*Registrar
Supreme
Court,
Singapore.*

(Note: If any defendant is outside the jurisdiction, a separate period of time for entering appearance must be inserted.)

Memorandum to be subscribed on the writ

This writ may not be served more than 12 months after the above date unless renewed by order of the Court.

The defendant(s) may enter an appearance(s) either personally or by a counsel at the Registry of the Supreme Court.

Endorsements to be made on writ before issue.

Endorsement of claim/statement of claim.

(Set out the endorsement or statement of claim).

(If the plaintiff's claim is for a debt or liquidated demand only, the following endorsement must be added at the foot of the claim:)

And \$ for costs. If the amount claimed and costs be paid to the plaintiff or his counsel within days after service hereof, further proceedings will be stayed.

Where the Writ of Summons is endorsed with a Statement of Claim the following must be added:

Note: If the defendant enters an appearance, then he must also serve a defence on the counsel for the plaintiff within 14 days after the last day of the time limited for entering an appearance, otherwise judgment may be entered against him without further notice.

(If the plaintiff sues, or the defendant is sued, in a representative capacity, this must be stated in the endorsement of claim).

Endorsement as to counsel and address.

This writ is issued by of counsel for the said plaintiff whose address is (or where the plaintiff sues in person). This writ is issued by the said plaintiff who resides at and is (state occupation) and (if the plaintiff does not reside within the jurisdiction) whose address for service is . *Endorsement as to service.*

This writ was served by by way of personal service (or as may be) (state manner of service or in accordance with the terms of an order for substituted service) on the defendant (who is known to me) (or who was pointed out to me by) (or who admitted to me that he was) at (place) on the day of 20 .

Endorsed this day of 20 .

Process Server.

