

**Form 16**

**REQUEST FORM FOR CIVIL TRIAL OR ASSESSMENT OF DAMAGES TO BE  
CONDUCTED ON A DOCUMENTS-ONLY BASIS**

<b>Case details</b>	MC/DC* OC _____ / _____ (year)		SUM _____ / _____ (year)	
<b>Parties<sup>1</sup></b>	Claimant		Defendant	
<b>Nature of claim</b>	Tort	Defamation / Medical Negligence*		
	Contract	Construction / Renovation / Supply of Goods & Services*		
	Others (Specify)			
<b>Particulars supporting request for Documents-Only Civil Trial/Assessment of Damages</b>	<p>(Tick where applicable)</p> <p><input type="checkbox"/> Issues in dispute centre on the interpretation of documents</p> <p><input type="checkbox"/> Cross-examination is not necessary as:</p> <p style="margin-left: 20px;"><input type="checkbox"/> There are no disputes of fact</p> <p style="margin-left: 20px;"><input type="checkbox"/> Parties have agreed to admit Affidavits of Evidence-in-Chief (“AEICs”) without the attendance of witnesses due to <i>inter alia</i> the simplicity of the issues in dispute and/or the small value of the claim in dispute;</p> <p style="margin-left: 20px;"><input type="checkbox"/> The determination of existing disputes of fact can be made based on contemporaneous documentation alone; and/or</p> <p style="margin-left: 20px;"><input type="checkbox"/> Any other reasons: _____</p> <p style="margin-left: 20px;">_____</p> <p style="margin-left: 20px;">_____</p> <p><input type="checkbox"/> Cross-examination is not an option for the present dispute because:</p> <p style="margin-left: 20px;"><input type="checkbox"/> Relevant witnesses are not willing to give evidence;</p> <p style="margin-left: 20px;"><input type="checkbox"/> Relevant witnesses are not able to give evidence as they cannot be located/have passed away/are ill; and/or</p> <p style="margin-left: 20px;"><input type="checkbox"/> Any other reasons: _____</p> <p style="margin-left: 20px;">_____</p> <p style="margin-left: 20px;">_____</p>			

<sup>1</sup> Parties may modify this form for the purposes of including the position(s) of additional parties in the action.

	<input type="checkbox"/> The issues between parties can be resolved by legal submissions/arguments; and/or <input type="checkbox"/> Any other good reasons: _____ _____ _____
<b>Oral Submissions at Documents-Only Civil Trial or Assessment</b>	<i>(Tick where applicable)</i> <u>Parties:</u> <input type="checkbox"/> Confirm that they do not require oral submissions to be made before the judicial officer hearing the Civil Trial/Assessment for the present claim and will be proceeding on the basis of written submissions at the Civil Trial/Assessment; OR <input type="checkbox"/> Request that a date be fixed for oral submissions to be made before the judicial officer hearing the Civil Trial/Assessment for the present claim in addition to written submissions at the Civil Trial/Assessment.

This document is filed:

- (a) To certify that we wish to conduct the Civil Trial/Assessment of Damages in this present Suit on a Documents-Only basis as provided for in Practice Direction No 34; and
- (b) To submit a request to the Court for the present dispute to be resolved solely by documents.

Having considered the nature and specific features of this dispute, it appears desirable and possible that our arguments be expressed only in writing and the facts which support them be proven only by the production of documents and/or AEICs.

We confirm that we are choosing not to exercise (our right to be personally heard, our right to have witnesses heard and/or our right to oral submissions)\* before this Court at the Civil Trial or Assessment of Damages in the present Suit.

However, we do reserve the right at the appropriate juncture to make the necessary application to Court (if necessary) for the withdrawal of this Request and the waivers made in this Request should any of the factors listed above and/or the relevant facts or circumstances in the present dispute materially change as the present matter proceeds.

(\*Delete where not applicable)

<hr/> <p>Signature of claimants(s)/defendant(s)*</p> <p>Name(s):</p> <p>Date:</p> <p><i>* Delete where inapplicable</i></p>
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