**WITHOUT PREJUDICE**

**Note: Prior to filling in this Case Statement, you should read the Addendum to the Law Society Mediation Rules / Law Society Neutral Evaluation and Determination Rules. Parties should also include supporting documents in respect of the information provided in this Case Statement as per the Index annexed hereto.**

**You may also wish to refer to this resource:**

[**https://www.familyjusticecourts.gov.sg/docs/default-source/resources/reports-and-publications/brochures/handbook\_casemanagementfordivorcematters.pdf**](https://www.familyjusticecourts.gov.sg/docs/default-source/resources/reports-and-publications/brochures/handbook_casemanagementfordivorcematters.pdf)

**ANNEX D: SAMPLE MEDIATION/NON-BINDING NEUTRAL EVALUATION CASE**

**STATEMENT**

**[Red font – Information to be filled in]**

**[To include case title, if applicable] DIV CASE NO. FC/D [ / ]**

**- CASE STATEMENT FOR MEDIATION/NEUTRAL EVALUATION ON DATE/MONTH/YEAR**

**Party filing this Summary:** (Wife/Husband) or (Mother/Father)

1. **Date and place of solemnization of the marriage:**
2. (Date-Month-Year), (Country)
3. Length of marriage: (Years), (Months)
4. **Particulars of Parties**
5. Wife: (Wife’s full name)

Age: 40 (DOB: date-month-year)

Citizenship: Singapore Citizen

Educational Level: Polytechnic Diploma

Occupation: (Occupation)

Current address: (Full address)

1. Husband: (Husband’s full name)

Age: 50 (DOB: date-month-year)

Citizenship: Singapore Citizen

Educational Level: Secondary

Occupation: (Occupation)

Current address: (Full address)

1. **Related proceedings**
   1. Are there any related court proceedings? Please state and provide additional relevant details.
2. **Children Issues** 
   1. **3 children to the marriage**

|  |  |
| --- | --- |
| Child 1 | |
| Name: | (CHILD’S FULL NAME) |
| Age: | 16 (DOB: date-month-year) |
| Citizenship: | Singapore Citizen |
| Education: | Tertiary year 1, Temasek Polytechnic |
| Current Address: | (full address) |
| Child 2 | |
| Name: | (CHILD’S FULL NAME) |
| Age: | 14 (DOB: date-month-year) |
| Citizenship: | Singapore Citizen |
| Education: | (year, school) |
| Current Address: | (full address) |
| Child 3 | |
| Name: | (CHILD’S FULL NAME) |
| Age: | 12 (DOB: date-month-year) |
| Citizenship: | Singapore Citizen |
| Education: | (year, school) |
| Current Address: | (full address) |

* 1. **Do the child(ren) have special needs or any additional relevant information relating to the children? Please elaborate below.**
  2. **Custody**

1. That the Wife and the Husband shall have joint custody of the children of the marriage.
   1. **Care and control**
2. That the Wife shall have care and control of the children of the marriage.
   1. **Access**
3. That the Husband is to have reasonable access to the children of the marriage.
4. **Division of Matrimonial Assets**
5. **Address of matrimonial home**

(Full address)

1. Date of purchase: (date, month, year)
2. Purchase Price: $ (purchase price of the property)
3. Current value: $ (current market rate of the property) (based on HDB Resale Flat Prices as at date, month, year)
4. Holding type: Joint tenancy
5. Outstanding loan amount: NIL
6. **Direct financial contributions towards purchase, mortgage, renovations, property tax, conservancy, maintenance, repairs**

|  |  |  |  |
| --- | --- | --- | --- |
|  | Wife | | Husband |
| **Direct**  **Contributions** | From CPF Property Withdrawal Statement as at date, month, year  Principal amount withdrawn:   * + - 1. $76,254.51 – Payment to Hong Leong Finance Limited       2. $50,000 – Payment to HDB / Developer   Accrued interest as at Month, Year:  $amount  Total principal amount: $amount | | From CPF Property Withdrawal Statement as at date, month, year  Principal amount withdrawn:   1. $7,682.00 – Payment for Valuation / Stamp / Legal fees 2. $1,659.25 – Payment for cost of upgrading flat   Accrued interest as at Month, Year:  $amount  Total principal amount: $amount |
| Renovation expenses: $amount (by mode of payment)  Down payment: $amount ($amount by mode of payment, $amount by mode of payment) | |  |
| Total direct contribution: **$amount**  Contribution as a percentage: 40.02% | | Total direct contribution: **$amount**  Contribution as a percentage: 59.98% |
| Sales Price | | $amount (based on HDB Resale Flat Prices as at date, month, year) | |
| Net Proceeds (Less Outstanding Loan Amount) | | $amount | |

(iii) **Indirect Contributions towards the Family**

(Please provide details)

1. **Proposal with regards to matrimonial home**

That the matrimonial flat at (full address) shall be sold in the open market at the prevailing market price within 12 months from the date of the Final Judgment. The sales proceeds shall be divided in the proportion of 60:40 in favour of the Wife, and for each party’s share to refund their CPF withdrawals utilised for the purchase of the matrimonial flat.

1. **Proposal with regards to division of other matrimonial assets**

Parties to retain their assets held in their respective sole names without further claims against each other.

1. **Maintenance**

Husband’s Occupation: (occupation)

State Income (per annum): $amount (based on IRAS NOA for the past three years

Net income per month: $amount

Wife’s Occupation: (occupation)

State Income (per annum): $amount (based on IRAS NOA for the past three years)

Net income per month: $amount

**I. Wife’s list of monthly expenses**

|  |  |  |
| --- | --- | --- |
| **No.** | **Item** | **Amount** |
| **Personal Expenses** | | |
| 1 | Food | $amount |
| 2 | Mobile | $amount |
| 3 | Insurance | $amount |
| 4 | Transport | $amount |
| 5 | Groceries | $amount |
| 6 | Parents’ allowance | $amount |
| 7 | Personal upkeep | $amount |
| 8 | Health supplements | $amount |
| **SUBTOTAL** | | **$amount** |
| **Children Expenses** | | |
| 1 | School fees (excluding learning journey and the eldest daughter’s school fees) | $amount |
| 2 | Tuition expenses (for two younger daughters) | $amount |
| 3 | Mobile phone plan (for two older daughters) | $amount |
| 4 | Pocket money (previously paid by Wife/Husband, now paid by Wife/Husband) | $amount |
| 5 | School bus (for youngest daughter) | $amount |
| 6 | Eating out (including packed food) | $amount |
| 7 | Entertainment (stationeries and other daily essentials) | $amount |
| 8 | Shopping | $amount |
| 9 | Insurance | $amount |
| 10 | Year-end school textbooks ($600) | $amount |
| **SUBTOTAL** | | **$amount** |
| **TOTAL** | | **$amount** |

**II. Maintenance for Wife**

That the Husband pay to the Wife a reasonable monthly maintenance amount.

**III. Maintenance for children**

That the Husband pay to the Wife the following sum for the children of the marriage:-

1. ($ amount) for (CHILD’S NAME);
2. ($ amount) for (CHILD’S NAME); and
3. ($ amount) for (CHILD’S NAME).

I confirm and declare that I have provided all available information which are relevant to the case, to the best of my knowledge and ability. I also confirm and agree that all the information provided in this Case Statement are true and correct and will form the basis and scope of the Mediators’ / Neutral Evaluators’ assessment of the case.

Signed

Husband/Wife

(Or Solicitors for the Husband/Wife)

Date: (date, month, year)

**SAMPLE INDEX TO SUPPORTING DOCUMENTS**

|  |  |  |
| --- | --- | --- |
| **S/N** | **Description of Documents** | **Pages** |
|  | CPF Property Housing Withdrawal Statement |  |
|  | CPF Contribution History for 18 months |  |
|  | Any supporting documents for payments towards stamp fees, conveyancing, renovations, acquisition of the property |  |
|  | CPF Statement of Account (including Ordinary Account, Special Account, Medisave Account, Retirement Account and Investment Account) |  |
|  | Bank account balances for the past 3 months |  |
|  | Pay slips for past 3 months |  |
|  | IRAS Notices of Assessment for past 3 years |  |
|  | Central Depository (Singapore) statements for the past 3 months or statements of any other shares owned |  |
|  | ACRA information |  |
|  | Documents showing surrender value of insurance policies |  |
|  | Supporting documents for list of expenses |  |