

FORM 7

DECLARATION OF SERVICE

The information in this form (including the NRIC, FIN or CorpPass User ID, and all attachments) will be disclosed to the Ministry of Law, the Registry of Rental Relief Assessors, the panel of Rental Relief Assessors, and any other parties that this form must be served on. This is for the purposes of managing and assessing the form under the COVID-19 (Temporary Measures) Act 2020, and for administrative purposes relating to the application.

1.	Application no.:	
2.	Postal code of rental property:	
3.	Applicant's email address:	
Part A – Declaration of Service		
<p>Under the COVID-19 (Temporary Measures) (Rental and Related Measures) Regulations 2020, the applicant must, no later than 5 working days after receipt of the Registrar's acknowledgement, serve a copy of the application, together with the Registrar's acknowledgement, on the respondent and where applicable, all parties in the Prescribed Tenant-Occupier chain. Thereafter, you as the applicant, are to submit this Declaration of Service within one working day to the Registry after the aforementioned service of documents.</p> <p>Please repeat this part if there is more than one party on whom the document(s) was served on. For example, if the document(s) were served on 3 parties, please repeat this Part A three times.</p>		
4.	Name of party/parties on whom document(s) was/were served on:	<i>e.g. ABC Tenant Pte Ltd</i>
5.	Date and Time of service:	
6.	Mode of service:	Choose an item.
7.	Do you wish to add another party on whom document(s) was/were served on?	<input type="checkbox"/> Yes (please provide details under Annex A at the end of the form)
		<input type="checkbox"/> No

Part B – Confirmation

1.	I declare that the information that I have provided in this Declaration of Service is true and accurate.
2.	I understand that I may be prosecuted if I have provided any information in this document which I know or have reason to believe is false.
3.	I understand that I may have to submit a new Declaration of Service if I subsequently wish to make any changes to the information submitted herein.
4.	(For a person submitting this Declaration of Service on behalf of an entity) I confirm that I am authorised to act on behalf of the entity in submitting this Declaration of Service and to represent the entity in matters set out in this Declaration.

FOR REFERENCE

ANNEX A

ADDITIONAL PARTIES FOR DECLARATION OF SERVICE

(Continuation to Part A) – Declaration of Service			
<i>Party () [please enter party number]</i>			
1.	Name of party/ parties on whom document(s) was/ were served on:	<i>e.g. ABC Tenant Pte Ltd</i>	
2.	Date and Time of service:		
3.	Mode of service:	<input type="checkbox"/>	I sent it by email
		<input type="checkbox"/>	I sent it by other electronic means
		<input type="checkbox"/>	I sent it by registered post
<i>Party () [please enter party number]</i>			
1.	Name of party/ parties on whom document(s) was/ were served on:	<i>e.g. ABC Tenant Pte Ltd</i>	
2.	Date and Time of service:		
3.	Mode of service:	<input type="checkbox"/>	I sent it by email
		<input type="checkbox"/>	I sent it by other electronic means
		<input type="checkbox"/>	I sent it by registered post
<i>Party () [please enter party number]</i>			
1.	Name of party/ parties on whom document(s) was/ were served on:	<i>e.g. ABC Tenant Pte Ltd</i>	
2.	Date and Time of service:		
3.	Mode of service:	<input type="checkbox"/>	I sent it by email
		<input type="checkbox"/>	I sent it by other electronic means
		<input type="checkbox"/>	I sent it by registered post