


**THE SYARIAH COURT OF THE REPUBLIC OF SINGAPORE**

**REGISTRAR'S CIRCULAR NO 9 OF 2020**

**REQUEST FOR INTERPRETERS**

1. A party, or a solicitor acting on behalf of a party, who wishes to request for the Court to arrange for an interpreter for the party must send a written request the Court Registry at least 14 days before the day on which the interpreter's services are required.
2. The written request is to be made in the form set out in the Annex to this Circular via email and must be sent via email at [MCCY\\_Syariah@mccy.gov.sg](mailto:MCCY_Syariah@mccy.gov.sg) with the subject header "Request for Interpreter:" followed by the case reference number.
3. If the Court is unable to arrange for an interpreter as requested, for whatever reason, the scheduled Court event may be adjourned to another date or further directions may be given.
4. Court users and members of the public who wish to seek clarification on this matter may call 63548371 or email [MCCY\\_Syariah@mccy.gov.sg](mailto:MCCY_Syariah@mccy.gov.sg). For general information on court processes and procedures, they may visit our website at [www.syariahcourt.gov.sg](http://www.syariahcourt.gov.sg).

Dated this 13<sup>th</sup> day of February 2020

  
SHAHRINAH ABDOL SALAM  
REGISTRAR  
SYARIAH COURT



**IN THE SYARIAH COURT OF THE REPUBLIC OF SINGAPORE**

Please submit this form via email to [MCCY\\_Syariah@mccy.gov.sg](mailto:MCCY_Syariah@mccy.gov.sg)

<b>REQUEST FOR INTERPRETER</b>			
Originating Summons / Summons No.:		Date of request:	
Court event details:	Mediation / PTC / Hearing / Others (pls specify)*: _____	Date:	Time:
Requested by: Plaintiff / Defendant/ Solicitor for Pf / Solicitor for Df*		Name: Law firm: Contact number:	
Party requiring interpreter:		Plaintiff / Defendant / Witness (pls specify name)*:	
LANGUAGE REQUIRED	<input type="checkbox"/> ENGLISH	<input type="checkbox"/> TAMIL	<input type="checkbox"/> SIGN LANGUAGE Required no. _____
	<input type="checkbox"/> CHINESE	<input type="checkbox"/> MALAY	<input type="checkbox"/> OTHERS (pls specify) _____
<b>For official use</b>			
Officer's name:			Date:
Signature:			
Remarks:			
Approved by:	Registrar/Dy Registrar	Date:	
Signature:			
Remarks:			
<b>DETAILS OF INTERPRETER</b>			
Name:			
Contact No:			
Request sent:	Date:		
	Mode:		

\* Delete where inapplicable