

21 December 2012

Dear Administrator

Important Notes on eLitigation Launch (Supreme Court Phase)
Launch Date: 2 January 2013

The filing of Supreme Court cases via eLitigation commences on 2 January 2013. We have set out below some key notes for your information to ensure smooth transition to the new platform. **Please circulate a copy to all lawyers and users of eLitigation.**

1) EFS filings to Supreme Court

All EFS filings to Supreme Court will not be allowed from **24 December 2012, 23:59 hours** onwards to pave the way for the launch of the new eLitigation system in the Supreme Court on 2 January 2013. All new filings should be made in eLitigation once available.

Please take note that **for Supreme Court filings submitted via EFS before 24 December 2012 23:59 hours, the replies from Court will be available in EFS after 24 December 2012.** Please continue to check your EFS inbox for these replies after 24 December 2012.

During the week **(25 December 2012 to 1 January 2013)** when there is no electronic filing system, any urgent filing can still be made in hard copy. Solicitors can see the Duty Registrar for an extension of time; or for leave to file in hard copy with a concomitant undertaking to e-file subsequently in eLitigation after its launch on 2 January 2013. Once leave is granted, the Duty Registrar will note the date and time of the filing. The hard copy may be filed over the counter. When the document is subsequently e-filed, a request for backdating may be made with reference to the Duty Registrar's directions.

2) Service of Documents and Document Index Searches via EFS

- a) You can continue to serve documents and run document index searches in EFS. However the facility in EFS will only be applicable for cases filed before 24 December 2012; and
- b) Certificates of Service generated for service of documents completed via EFS will only be available in EFS. **The same Certificate of Service will not be issued in eLitigation.**

You are therefore strongly encouraged to complete all service and index searches for Supreme Court cases in eLitigation after 2 January 2013 to ensure one-stop access to all documents and replies within eLitigation. More information is available under "Important EFS Notices" in www.efs.com.sg and under "News Update" in www.elitigation.sg/getready.



If you require more information, please contact CrimsonLogic Helpdesk at (65) 6887 7222 or e-mail:elitigation@crimsonlogic.com. You may also visit www.eLitigation.sg/GetReady for regular updates and other important information on eLitigation under "News Update" in the homepage.

Yours sincerely

The eLitigation Change Management Team

