



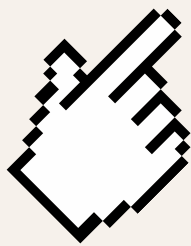
法律援助局

申请者网站

指南



节省时间，上网吧！



- 申请法律援助
- 给我们发送信息
- 获取有关您的案件进展和更多信息！

在此登录

[HTTP://GO.GOV.SG/MLAWLABESVC](http://go.gov.sg/mlawlabesvc)



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法律援助局申请者网站指南

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网上申请

登记指南

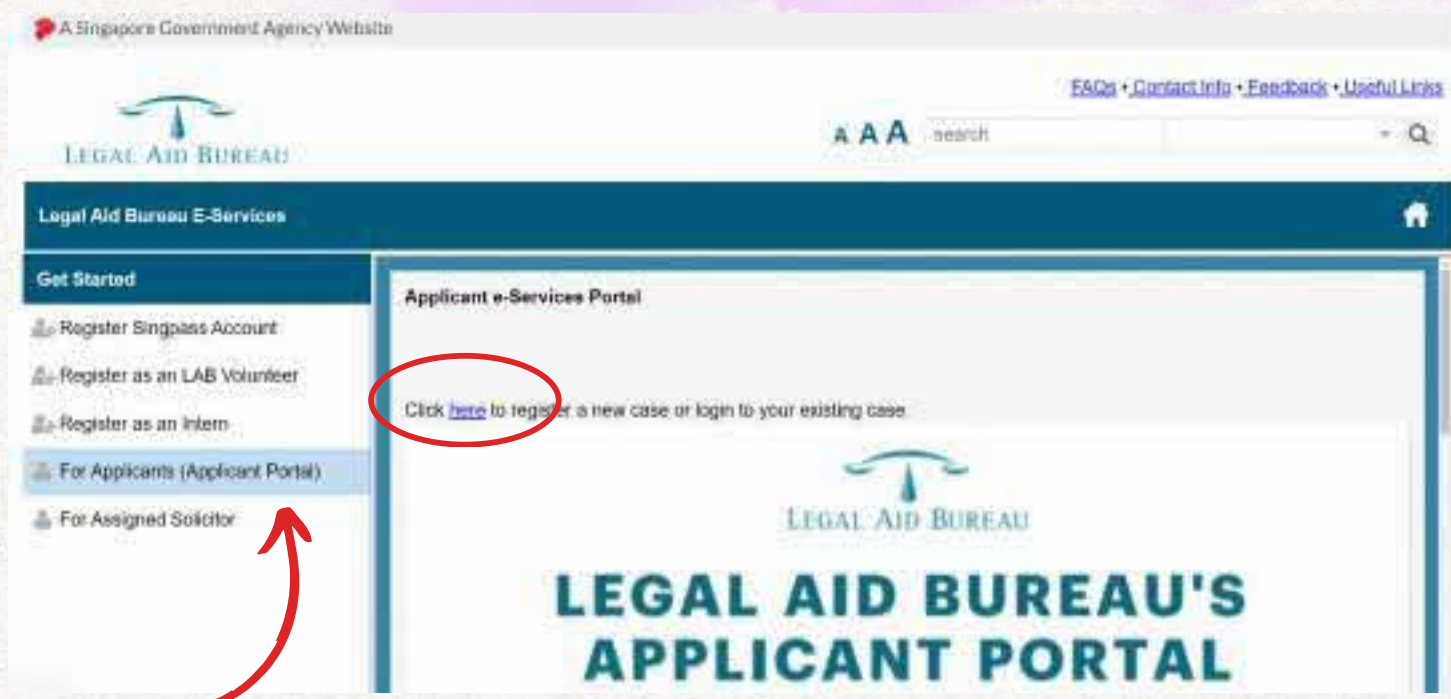
1. 您可通过<http://go.gov.sg/mlawlabesvc>或扫描以下QR码进入申请者网站：



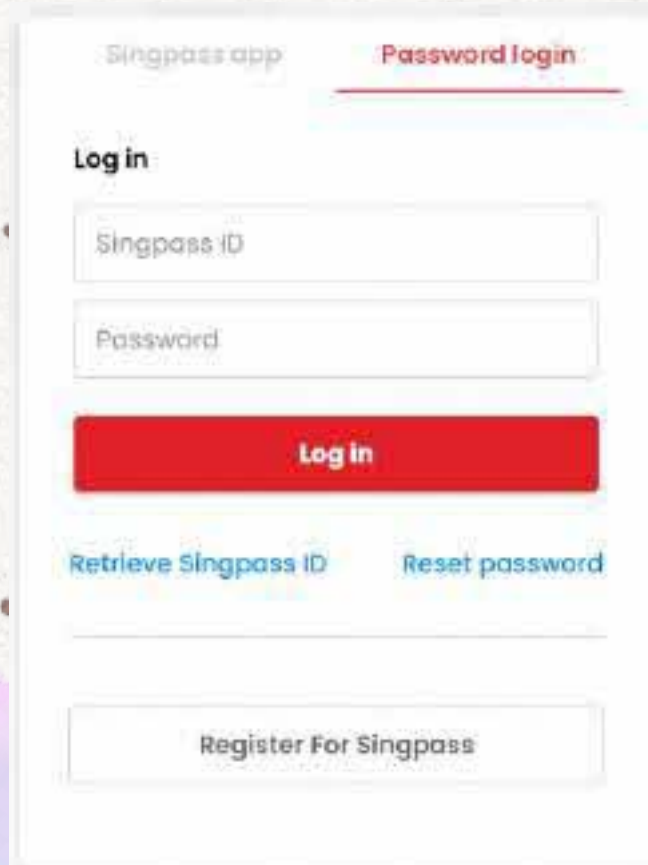
如果您使用手机，请点击以下屏幕截图中显示的的三行。
如果您使用电脑，请跳到下一步。



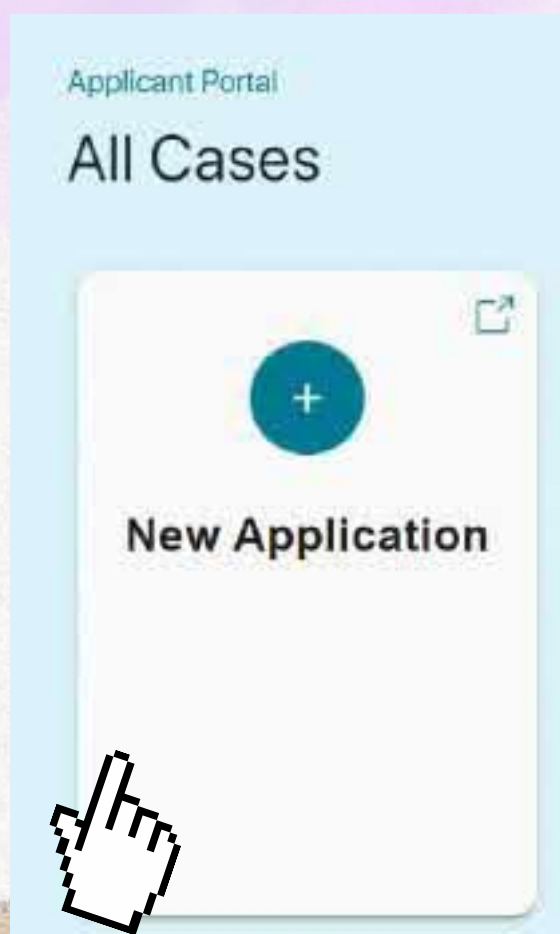
2. 点击"For Applicants (Applicant Portal)", 然后点击"here"登录到申请者网站。



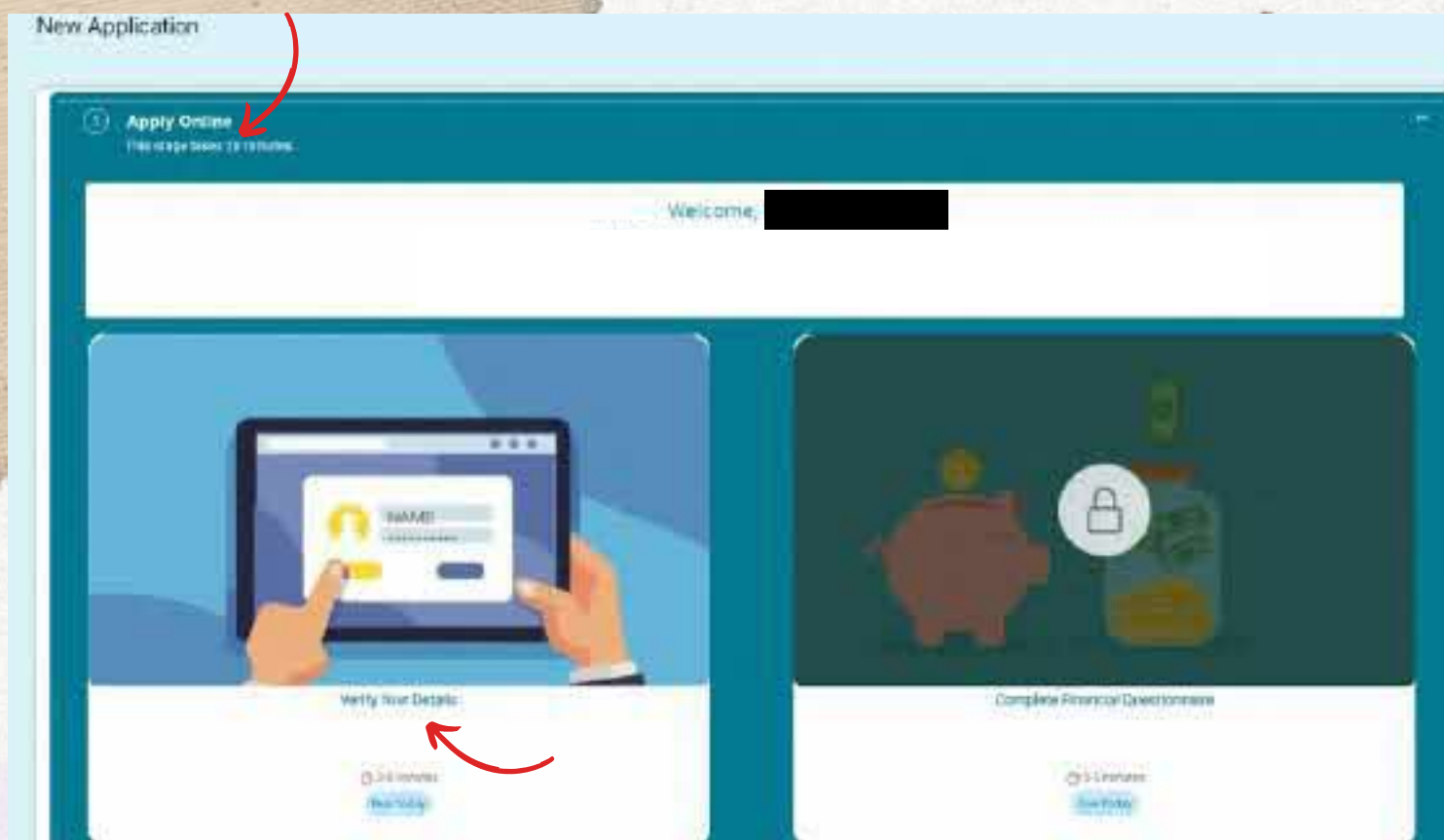
3. 您需要一个SingPass账户才能登录。您可以通过Singpass应用或使用您的SingPass 账号和密码登录。



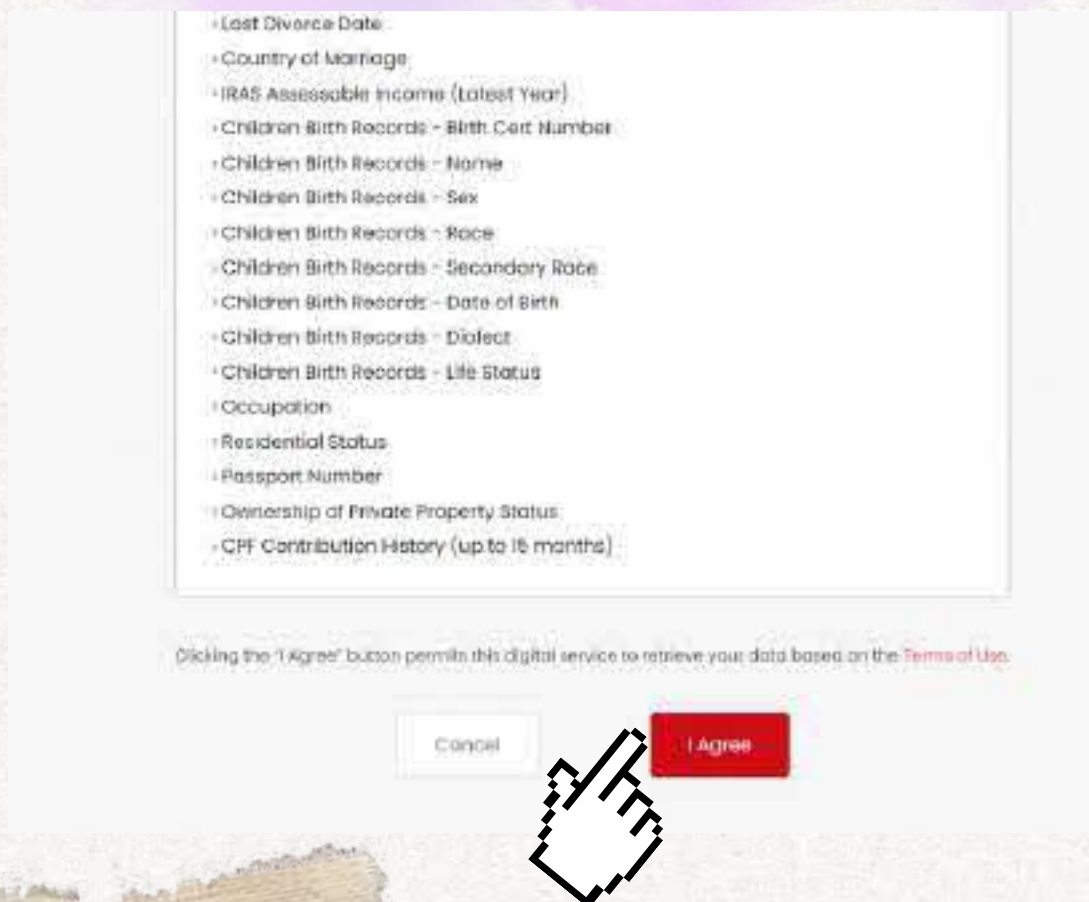
4. 创建一个新的申请。



5. 选择'Apply Online', 并从核实个人资料开始。



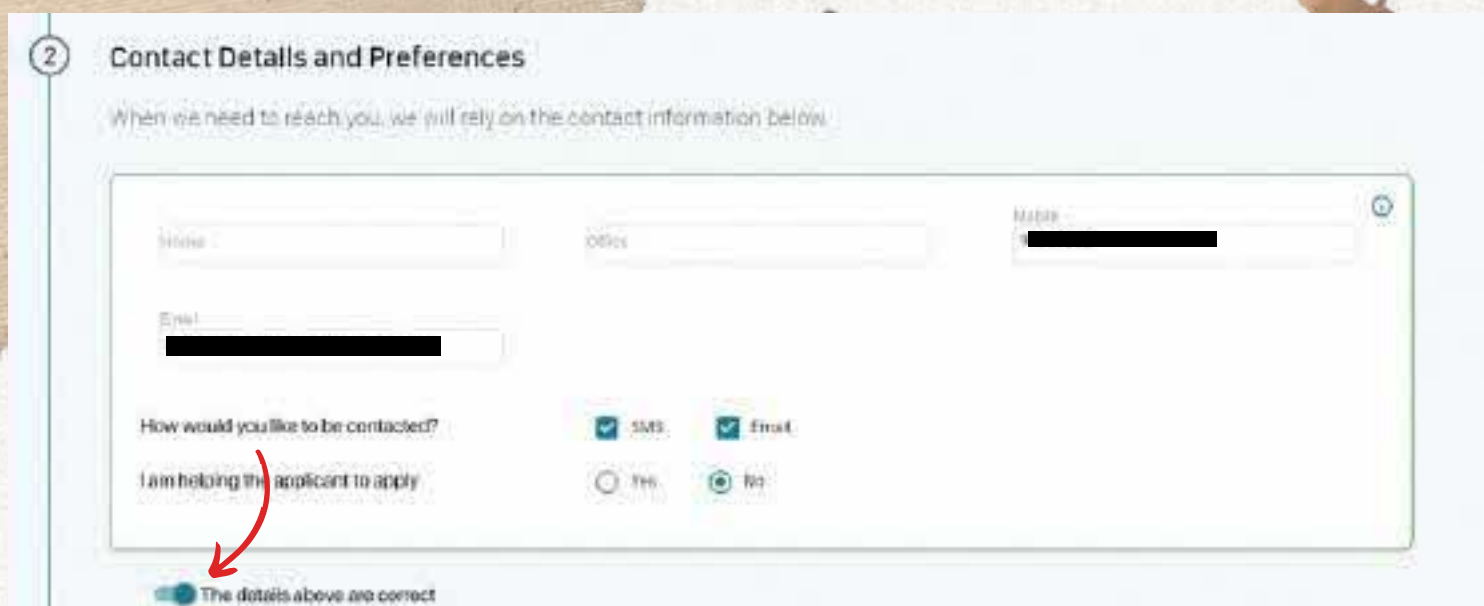
6. 您将收到从SingPass提取个人信息的同意提示。



☐ Last Divorce Date
☐ Country of Marriage
☐ IRAS Assessable Income (Latest Year)
☐ Children Birth Records - Birth Cert Number
☐ Children Birth Records - Name
☐ Children Birth Records - Sex
☐ Children Birth Records - Race
☐ Children Birth Records - Secondary Race
☐ Children Birth Records - Date of Birth
☐ Children Birth Records - Dialect
☐ Children Birth Records - Life Status
☐ Occupation
☐ Residential Status
☐ Passport Number
☐ Ownership of Private Property Status
☐ CPF Contribution History (up to 16 months)

Clicking the "I Agree" button permits this digital service to retrieve your data based on the [Terms of Use](#).

7. 通过点击下面屏幕截图中显示的滑块, 来确认相关部分中的详细信息。**复选框将变为青绿色。**在您对所有部分区段都这样做之前, 您将无法继续进行。



2 Contact Details and Preferences

When we need to reach you, we will rely on the contact information below.

Name: Office: Mobile:

Email:

How would you like to be contacted?

☒ SMS ☒ Email

☐ Yes ☒ No

I am helping the applicant to apply

☒ The details above are correct

8. 点击“Submit Now” 按钮。

您的详细资料已经核实，您的申请现在已经创建了！

Wonderful! You have verified all the information.

Declaration of Understanding

☒ I understand that it is an offence to provide false information.

Submit Now →



9. 您需要在接下来的3天内通过OneMinLaw门户网站预约会面。如果您无法预约，请稍后继续您的申请

预约前，您必须先完成一份财务问卷。

 You've verified your details. Your application is now open.

Will you be able to meet with us by April 18?

Yes, I will be able to.

No, I will not.

Yes, I will be able to.

Great! Please come down during our office hours from 8:30am to 5:00pm. The last registration is at 4:30pm. When you come down, please indicate at the self-help kiosk that you registered via the Applicant Portal, so that your waiting time may be reduced.

Please complete the financial questionnaire today and meet us within 3 days of completing the questionnaire.

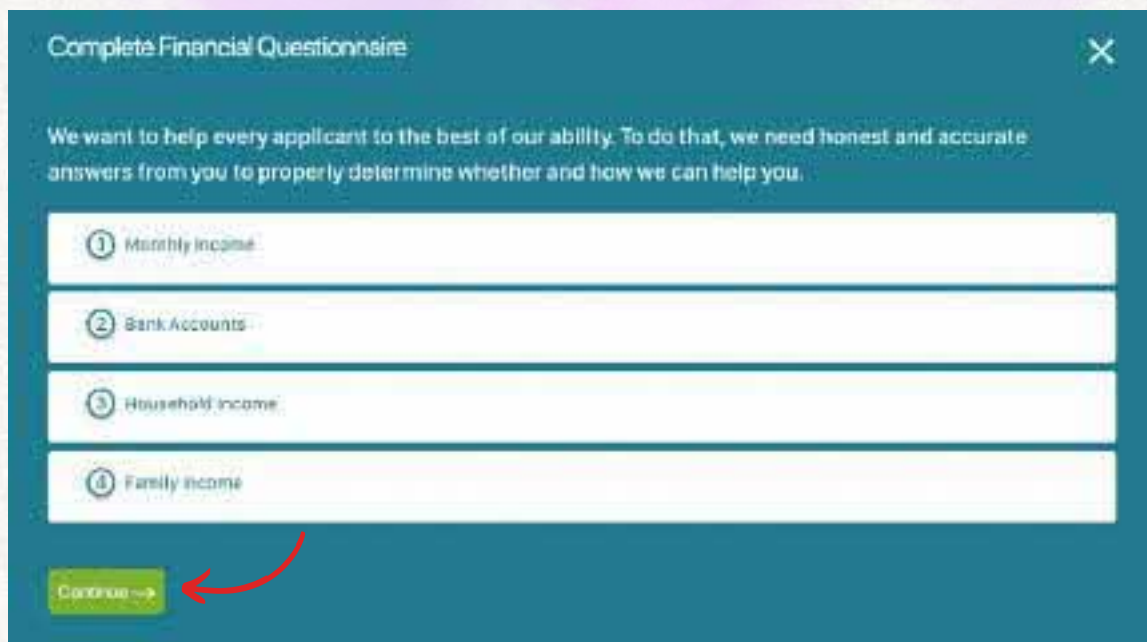
 If we do not meet within 3 days of completing the financial questionnaire, your application will be deleted.

Would you like to do the questionnaire now? You will need ⌚ 5-10 minutes to complete the form.

Yes, I'll do the financial questionnaire now.

No, I'll do the financial questionnaire later.

10. 一旦您准备好填写财务问卷，您可以继续。



Complete Financial Questionnaire

We want to help every applicant to the best of our ability. To do that, we need honest and accurate answers from you to properly determine whether and how we can help you.

① Monthly Income

② Bank Accounts

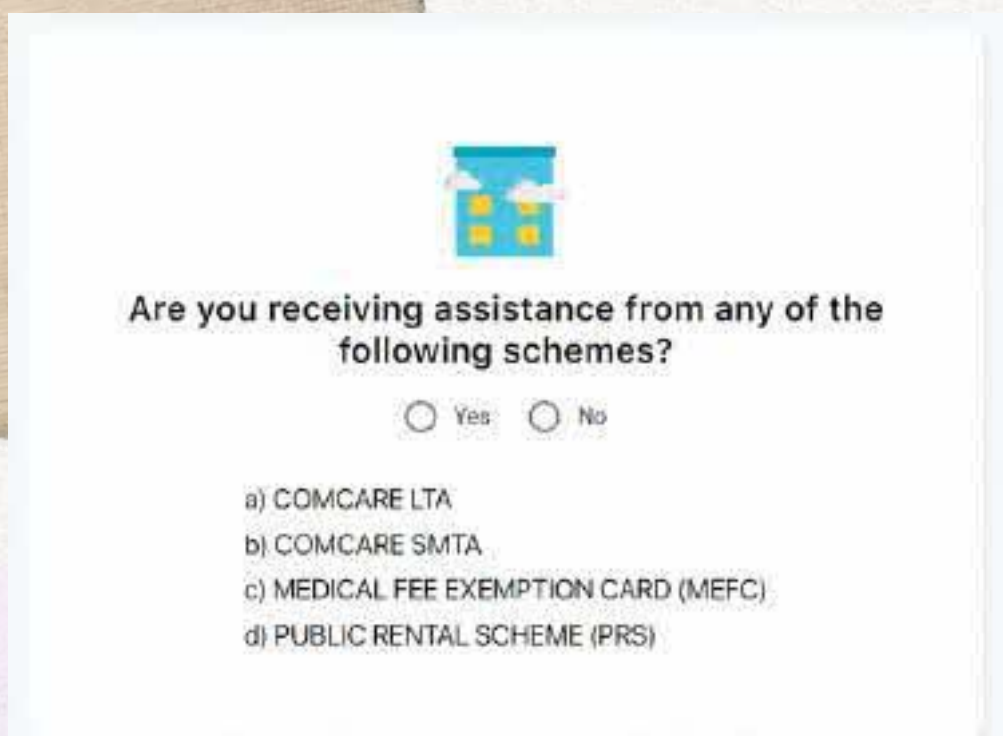
③ Household Income

④ Family Income

Continue →

11. 请准确地回答问题。

如果您正在接受以下任何一项计划的经济援助，请注明。**当您到访法律援助局的时候，您需要携带您的援助信。**



Are you receiving assistance from any of the following schemes?

☐ Yes ☐ No

a) COMCARE LTA
b) COMCARE SMTA
c) MEDICAL FEE EXEMPTION CARD (MEFC)
d) PUBLIC RENTAL SCHEME (PRS)

12. 请阅读法律援助局的数据同意书，直到声明部分出现后，在复选框打勾确认。

Please read through the Terms and Conditions (Consent for Data Sharing) before proceeding with your application.



A. Why do you need to share your data with LAB?

Sharing your data enables Legal Aid Bureau ("LAB") to better facilitate and tailor the legal services provided to you and your family. Data collected by LAB will be kept strictly confidential, and will be used to conduct the following:

1. Making evaluations pertaining to your application

In the process of deciding whether you are eligible for legal aid, your and your household members' personal information will allow our board to make a fair assessment based on your circumstances. For example, the information collected will be used to conduct the means and merits test to determine if you are eligible for aid. In addition, the data will allow LAB to conduct the necessary investigations required to represent you effectively.

2. Preparation of court documents

The data collected will also be used by our legal team to fulfil the relevant court formalities pertaining to your case. For example, in the preparation and filing of relevant court forms and affidavits, your personal information will be required.

3. Operational purposes

Fantastic! You've answered all the questions.

Declaration of Understanding

- ☒ I understand honest, accurate answers are required for LAB to determine how they can help me.
- ☒ I understand the LAB will conduct a more detailed assessment of the declared information and my eligibility may be affected if any information provided is found to be inaccurate.
- ☒ I have read LAB's data consent form and consent to the Terms and Conditions (Consent for Data Sharing).

⚠ After you submit, you will not be able to view or change your answers.

Submit Now →

13. 点击“Submit Now”按钮。

您已完成财务问卷。

14. 恭喜你！您已成功完成在线注册。

你可以结束聊天。

Complete Financial Questionnaire



Your answers have been submitted 🎉. We look forward to meeting with you.

Please book your appointment for a meeting with in the next 3days via [OneMinLaw Portal](#) 📍⚠
[Click here to end the chat](#)

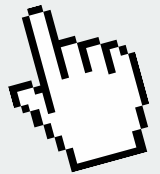
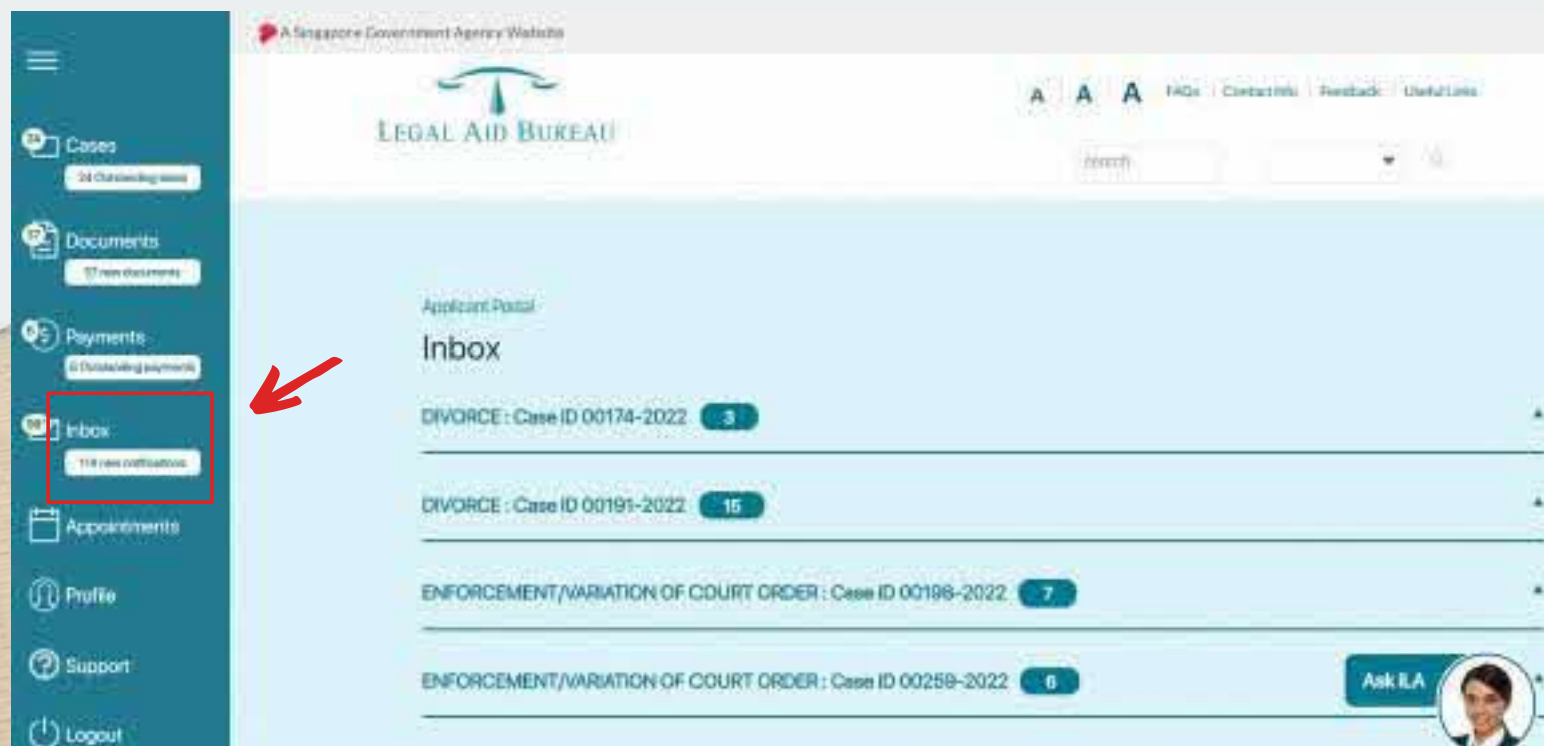
请注意，您需要在注册日期后的三天内预约。如果您在填写财务问卷后的三天内，没有通过OneMinLaw Portal网站预约访问时间，您的申请将被删除。

关键界面

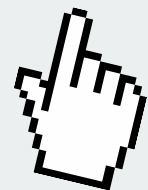
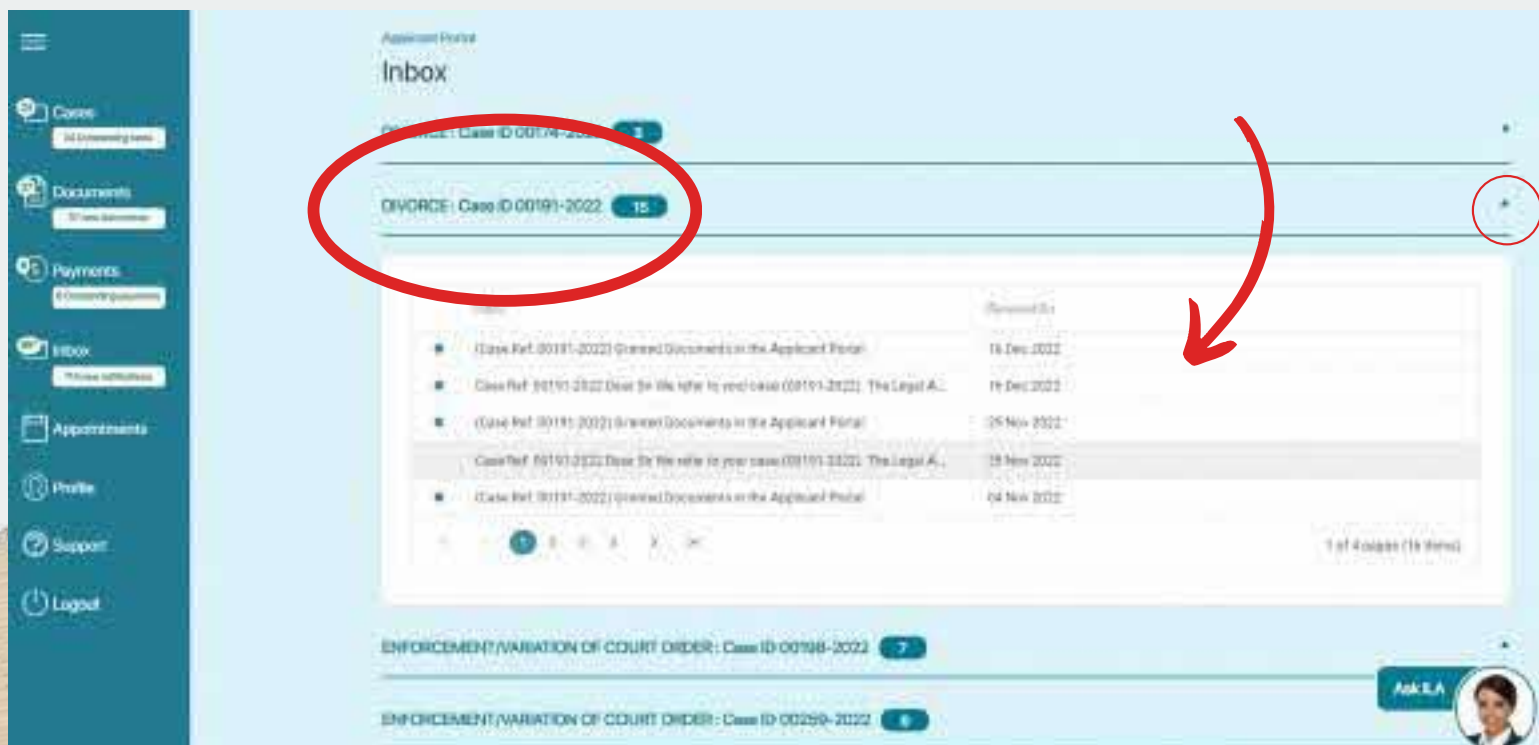
指南

收件箱 - 查看与案件相关的通知

1. 点击“Inbox”，您就可以看到您在法律援助局已注册的案件。

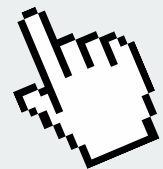
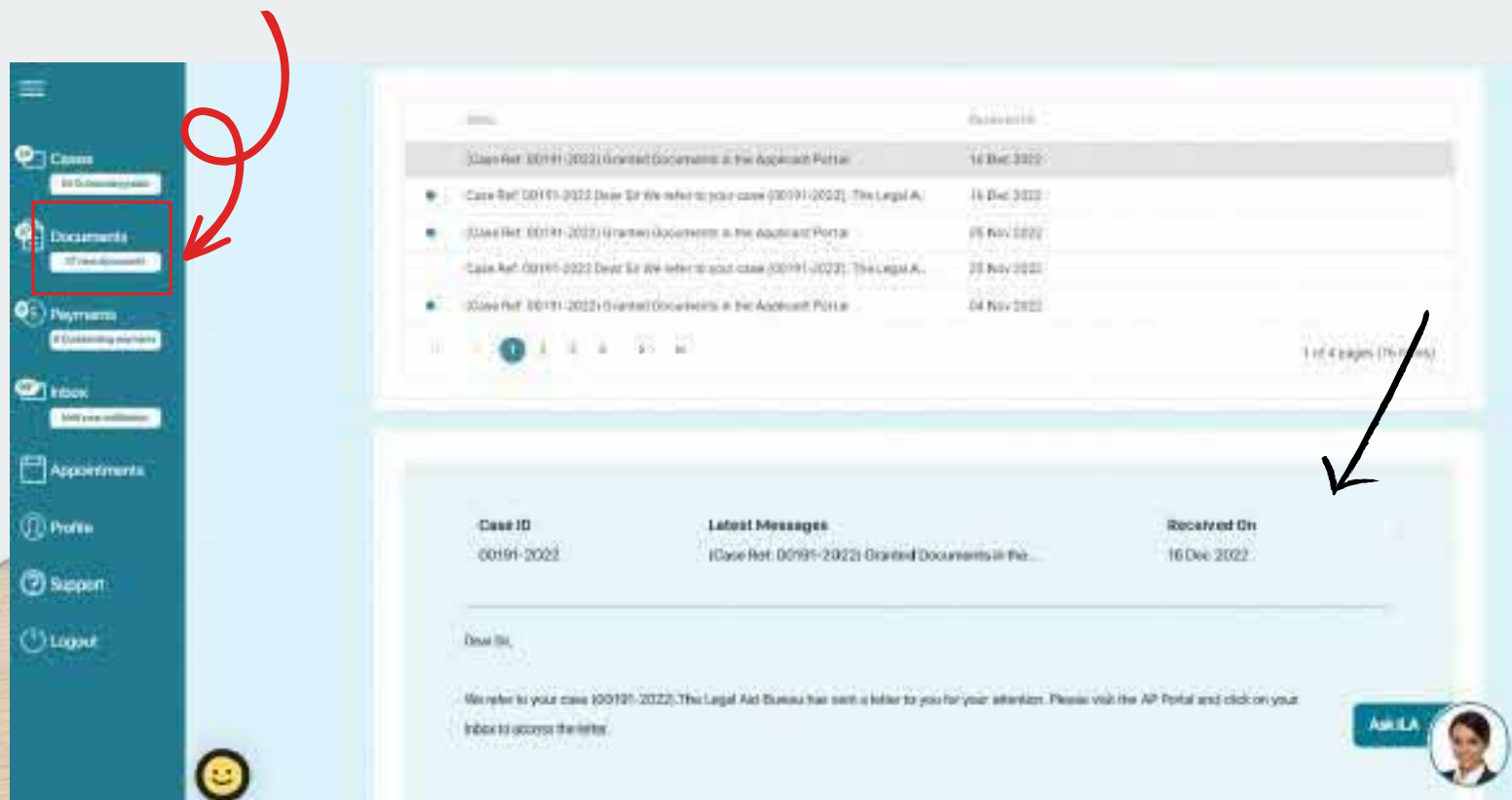


2. 当你点击您的案件编号或箭头（如下图红圈所示），您可以查看法律援助局发送给您的所有案件相通知（如下图所示）。



3. 点击相关通知查看其内容。

[如需查看已授予您的法庭文件或文件，请点击“Documents” 标签。]

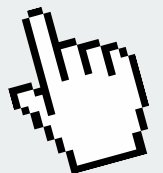


关键界面

指南

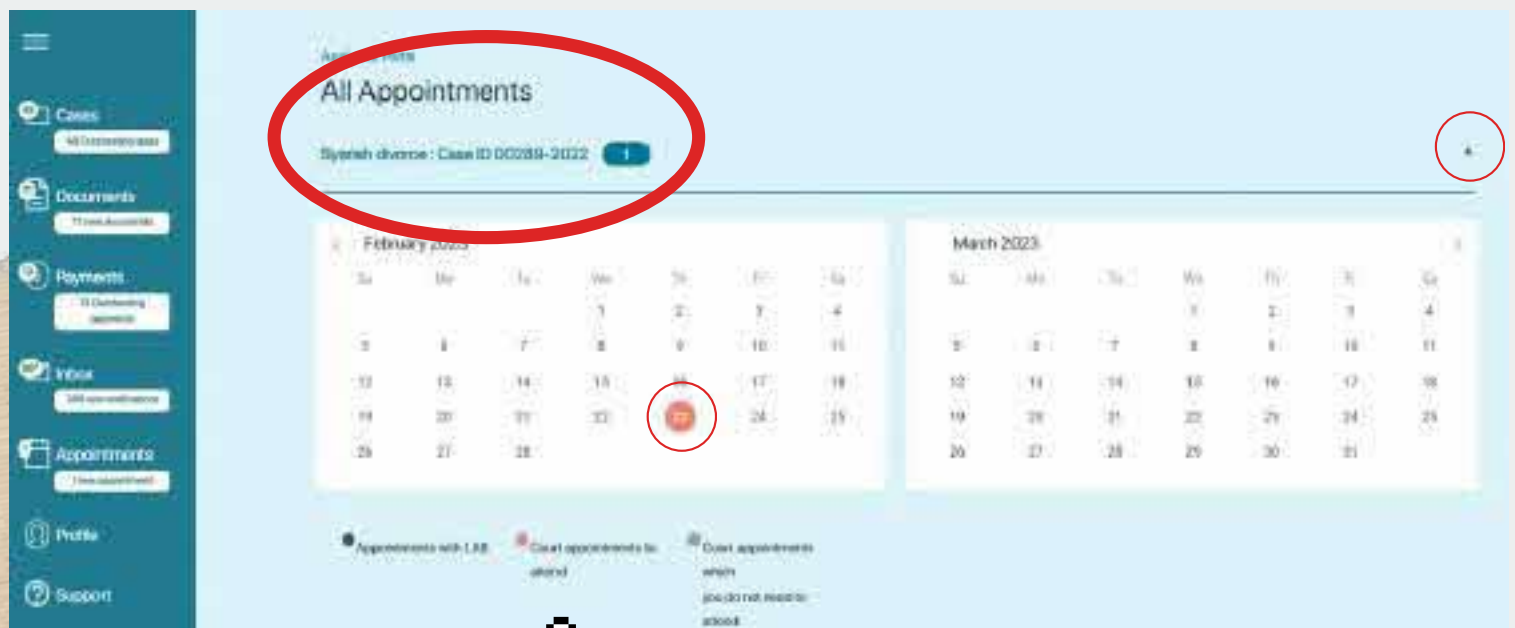
预约

1. 点击“Appointments”，您就可以看到您在法律援助局已注册
的案件。

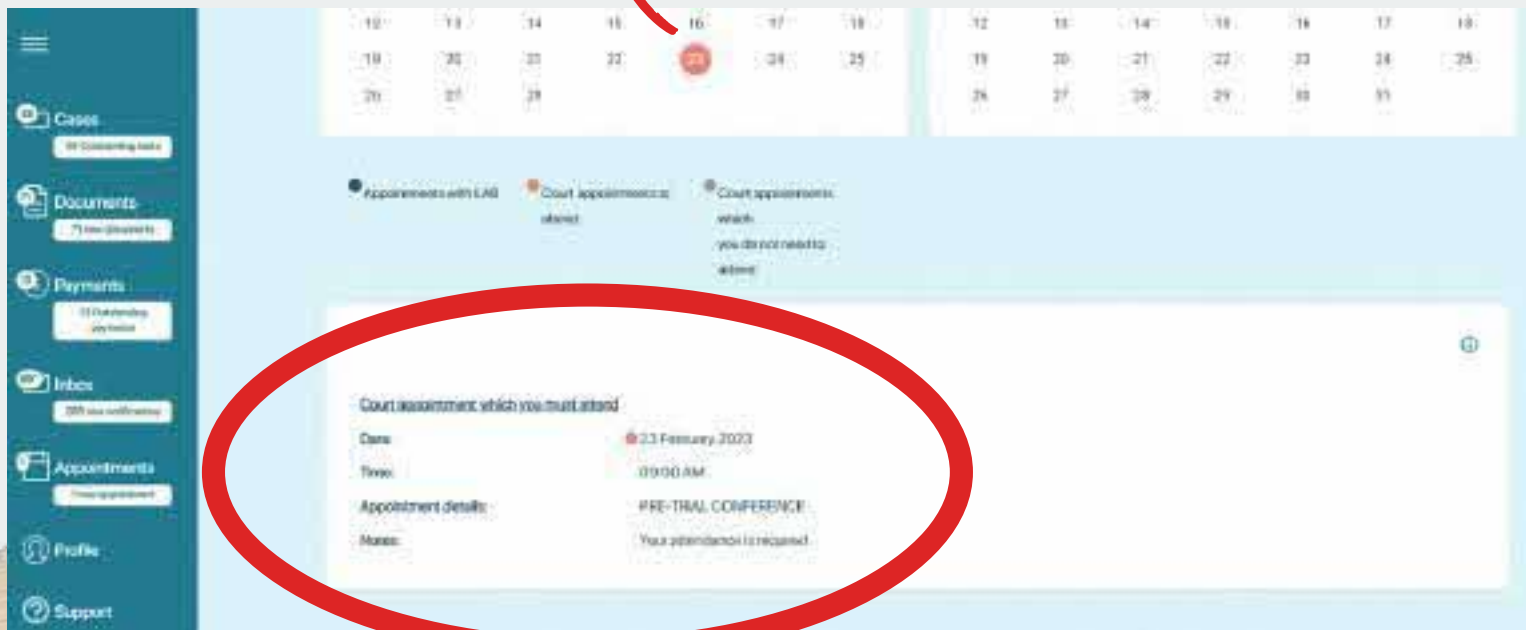


2. 当你点击案件编号或箭头（如下图红圈所示），预约日历将会显示（如下图所示）。

如果您的案件有预约，根据下方图例，预约将以不同颜色标示，分别表示「与法律援助局的预约」、「需要出席的法庭预约」及「无需须出席的法庭预约」。



3. 点击相关日期（如红圈所示）以查看预约详情。

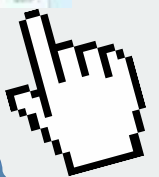
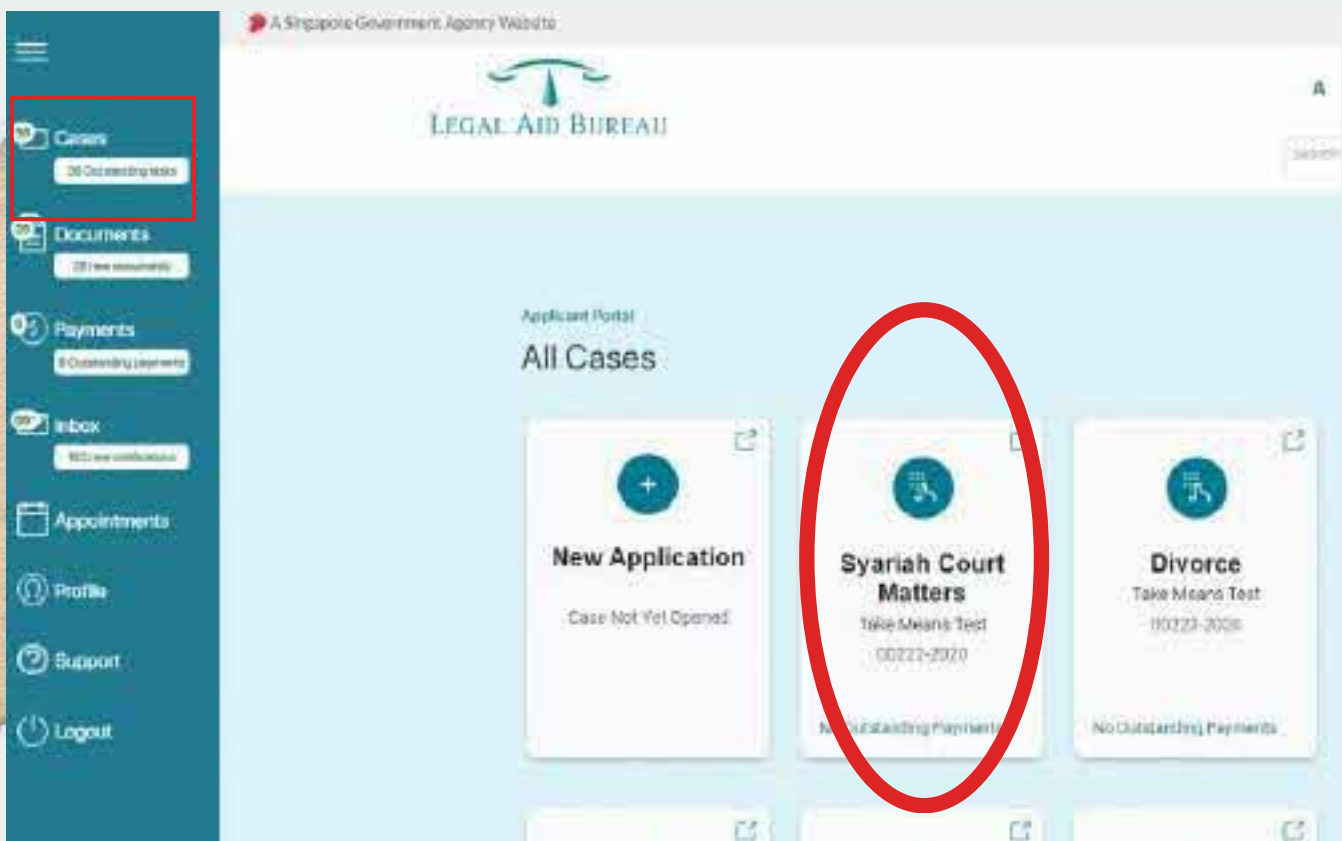


关键界面

指南

在网上进行经济能力调查和/或提呈您的申请口供

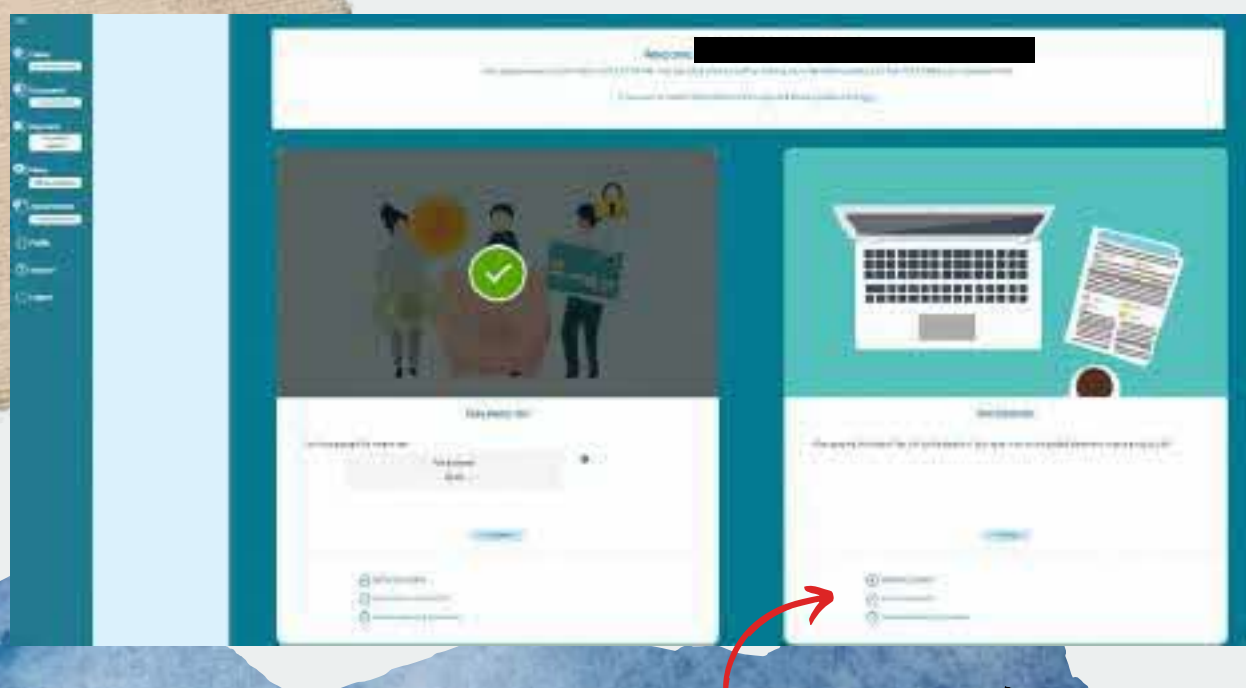
1. 要进行网上经济能力调查和/或针对特定案件提交网上口供，请点击“Cases”。之后，选择相关的案件。例如，如果您想为您的回教婚事法庭案件进行网上的经济能力调查，请点击相关案件（如下图红圈所示）。



2. 根据您的案件的进展阶段，您可以相应点击所需的标签（例如：通过线经能力调查或提交口供）。



网上经济能力调查界面示例屏幕截图



在网上口供界面示例屏幕截图



网上经济能力调查

1. 点击“Pass Means Test”后，您将会被提示同意数据共享（如下图所示）。

Consent for Data Sharing

Terms of Consent

Please note that your consent is necessary for us to process your case. If you do not want to consent, you will not be able to complete the application online. Please visit LAB personally for your Means Test appointment.

Personal Information

This includes:

- a. Personal data (e.g. name, NRIC No., address, age, gender, family/household structure);
- b. Financial data (e.g. income, insurance coverage);
- c. Consumption data (e.g. housing, healthcare bills, scheme subscriptions).

请相应勾选复选框; 然后点击"Save and go to next page".

Declaration of Understanding

- ☐ I understand that the Government of Singapore and Participating Agencies ("Government") require my Personal Information to determine if I qualify for the Schemes, to provide me with the Schemes and for data analysis, evaluation and policy-making.
- ☐ I consent and agree that the Government and Participating Agencies may collect, store and use my Personal Information for any of the purposes above. I understand that my Personal Information will not be shared with non-participating agencies or organisations.
- ☐ My consent shall remain valid until I withdraw it in writing. I accept that the consent withdrawal would take effect within 7 working days from the date it is received by the Government.
- ☐ I have read and understood this consent form fully. I declare that the information that I have provided is accurate.

Please ensure that the statement provided is correct. Once you click next, you will not be able to return to this page.

Save and go to next page

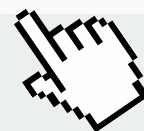
网上经济能力调查

2. 为方便您进行网上经济能力调查，建议您先准备以下文件/资料：

- a Updated Personal and Joint Bank Books and Bank statements
- b Fixed Deposits Receipts and Investment Products such as unit trusts
- c Tenancy/ Rental Agreement/ Receipts/ Written notes as a landlord for the rental fees payable to you for the last 12 months
- d Latest Central Depository Account Statement (for any types of financial products bought by with cash)
- e Details relating to your household members and family members who you are supporting (e.g. NRIC no., Email address or Mobile no.). We will contact your household members and/or family members who are above 18 years old to obtain their consent to retrieve their income information.

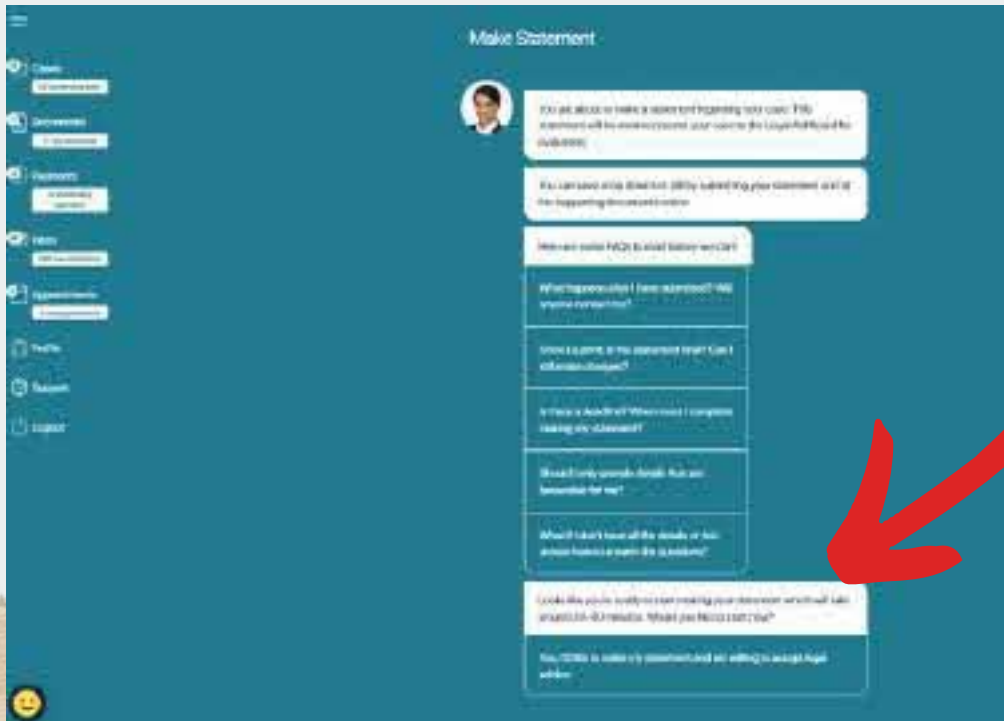
注意：目前,网上经济能力调查并非强制性的。

请在注册日起三个工作日内完成网上经济能力调查。



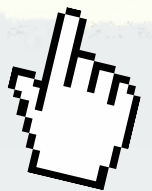
网上口供

1. 点击"Give Statement"后，将会出现一个聊天机器人（如下图所示）。请点击“Yes, I'd like to make my statement and am willing to accept legal advice”，以便继续提交您的网上口供。



IMPORTANT!

请注意，您仍需确保在预约日期保持可联系状态, 因为法律执行员可能会联系您索取更多信息。



IMPORTANT

由2023年1月9日起，以下事项的所有法律援助局申请者必须在网上提呈您的口供：

- 离婚 - 原告
- 执行/更改法庭庭令-仅限执行或发起更改离婚法庭庭令的一方
- 遗产管理书/遗嘱验证书
- 原告人（特指遗产管理书和遗嘱验证书的申请，不包括其他遗产事项）
- 回教婚事法庭 - 事项的听证日期在3周以上且听证类型为审前会议(“PTC”)或调解（无论原告还是被告）*

作为申请者，要如果您符合以下情况，无论年龄大小都可获得豁免：

- 不熟悉科技；
- 不会读英文；或
- 不能用英语书写/打字。

您必须在通过经济能力调查后的四个工作日内提交网上口供。您将会收到一则短信或电邮（取决于您选择的通信方式），通知您可以上网作出和提交您的口供（请参阅以下的截图样本）。如果您获得豁免接受经济能力调查，您也将以相同方式获得通知。

重要提示：您应该尽可能详细填写并谨慎回答每个问题，因为您只能提交一次份网上口供。

*请注意，对于回教婚事法庭的事项，除非在特殊情况下，法律援助局一般会在给定审前会议(“PTC”)日期后才提供协助。

Dear Mdm,

You have passed the Means-Test on 16 Feb 2023. You can save a trip to LAB by giving your statement online by 22 Feb 2023 11:59 PM. Thank you.

[This is a computer-generated email. No signature is required.]

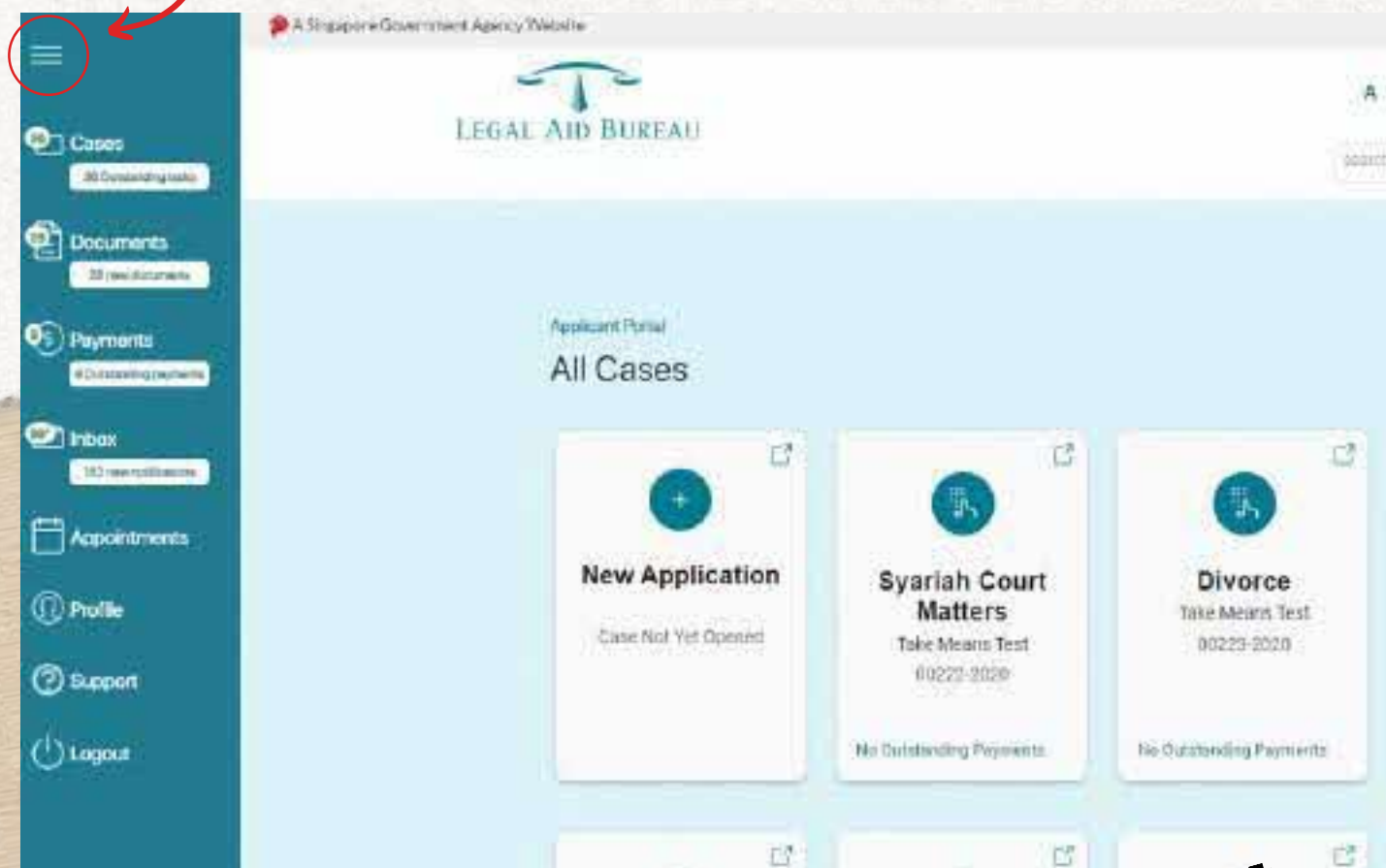
Please do not reply to this email. This mailbox is not monitored and you will not receive a response.

Privileged or confidential information may be contained in this email. If you are not the intended addressee, you must not copy or distribute the mail or take any action in reliance thereon. Communication of any information in this mail to any unauthorised person may be an offence under the [Official Secrets Act \(Cap 213\)](#). If you have received this mail in error, please delete it and notify the sender immediately. Thank you.

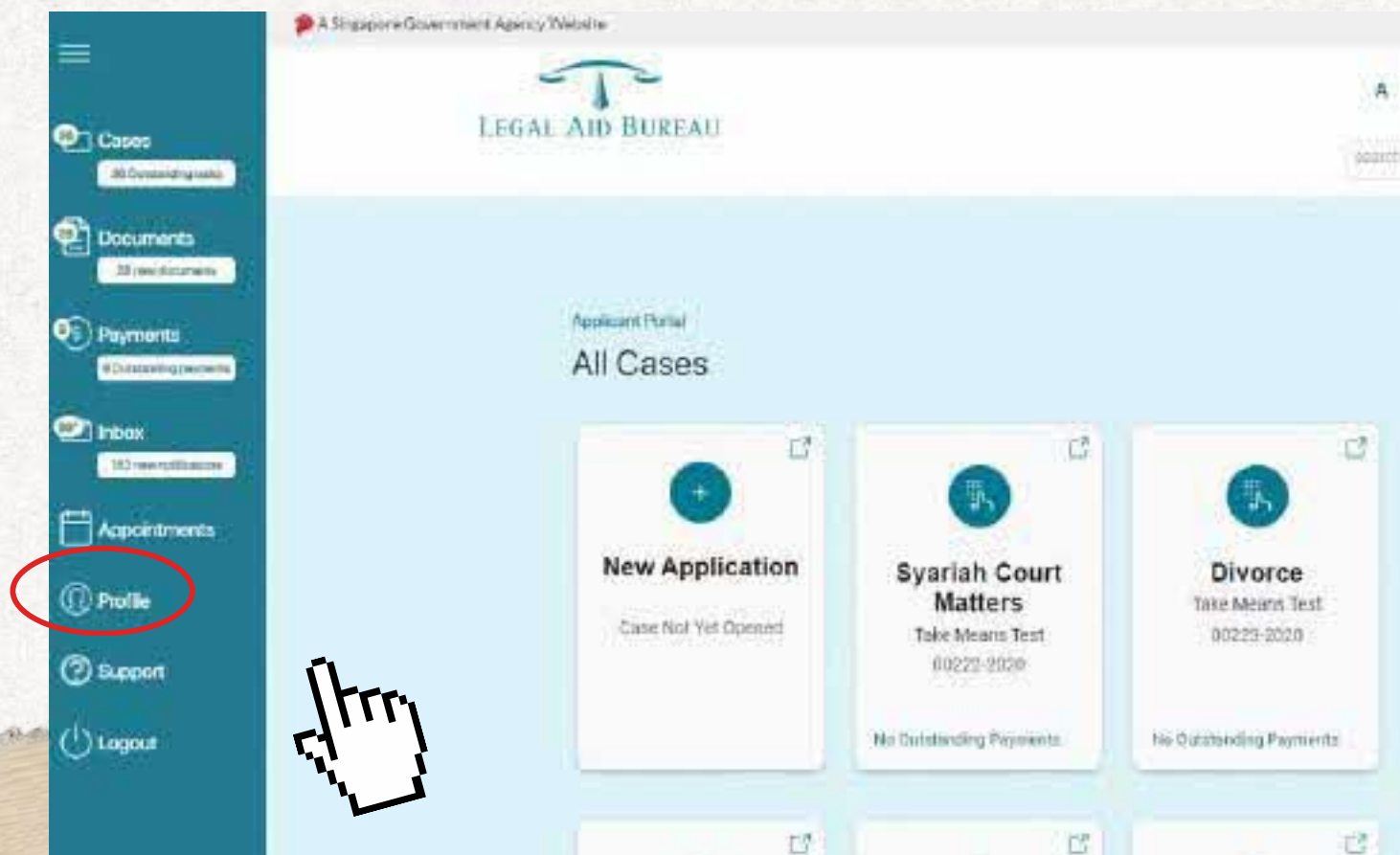
更新个人 资料

指南

1. 通过SingPass登录申请者门户网站。
点击三横线图标展开目录选单。



2. 点击目录选单下的"Profile"。



3. 您将收到允许从SingPass调取信息的提示。如果您点击“I agree”，相关信息您将从SingPass自动填入。如果您想自行输入信息，请点击“取消”。



Singpass retrieves personal data from relevant government agencies to pre-fill the relevant fields, making digital transactions faster and more convenient.

This digital service is requesting the following information from Singpass, for the purpose of Applicant Details:

- Name
- Sex
- Race
- Dialect
- Nationality/Citizenship
- Date of Birth
- Email
- Mobile Number
- Registered Address
- HDB Type
- Marital Status
- Last Marriage Date
- Marriage Certificate Number
- Last Divorce Date
- Country of Marriage
- IRAS Assessable Income (Latest Year)
- Children Birth Records - Birth Cert Number
- Children Birth Records - Name
- Children Birth Records - Sex
- Children Birth Records - Race
- Children Birth Records - Secondary Race
- Children Birth Records - Date of Birth
- Children Birth Records - Dialect
- Children Birth Records - Life Status
- Occupation
- Residential Status
- Passport Number
- Ownership of Private Property Status
- CPF Contribution History (up to 15 months)

Clicking the "I Agree" button permits this digital service to retrieve your data based on the Terms of Use (<https://www.singpass.gov.sg/home/ui/terms-of-use>).

Cancel

I Agree



4. 请向下滑至“Contact Details and Preference”以更新您的个人资料。您必须点击单选按钮,确认每个部分区段的"The details above are correct",否则您将无法继续。点击确认后,单选按钮会从灰色变成青绿色。

2 Contact Details and Preferences

When we need to reach you, we will rely on the contact information below

Home

Office

Mobile
96491939

Email
tan_jun_ragib@gov.sg

How would you like to be contacted?

☒ SMS

☒ Email

I am helping the applicant to apply

☐ Yes

☒ No

☒ The details above are correct

5. 完成页面上所有必填项目后，请勾选复选框（如下图所示），然后单点击"Submit Now"。个人资料更新即完成。

Wonderful! You have verified all the information.

Declaration of Understanding

☒ I understand that it is an offence to provide false information.

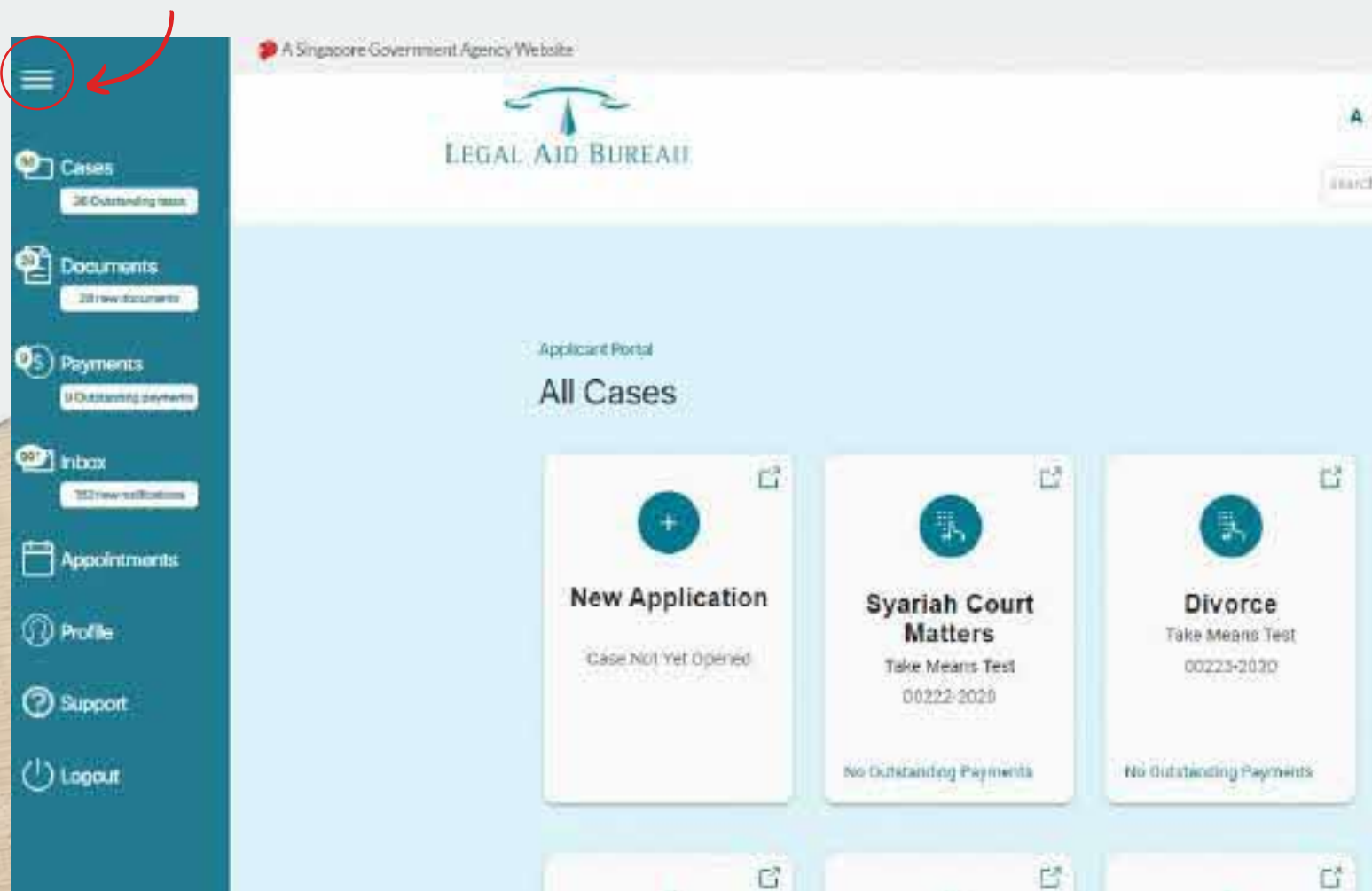
Submit Now →



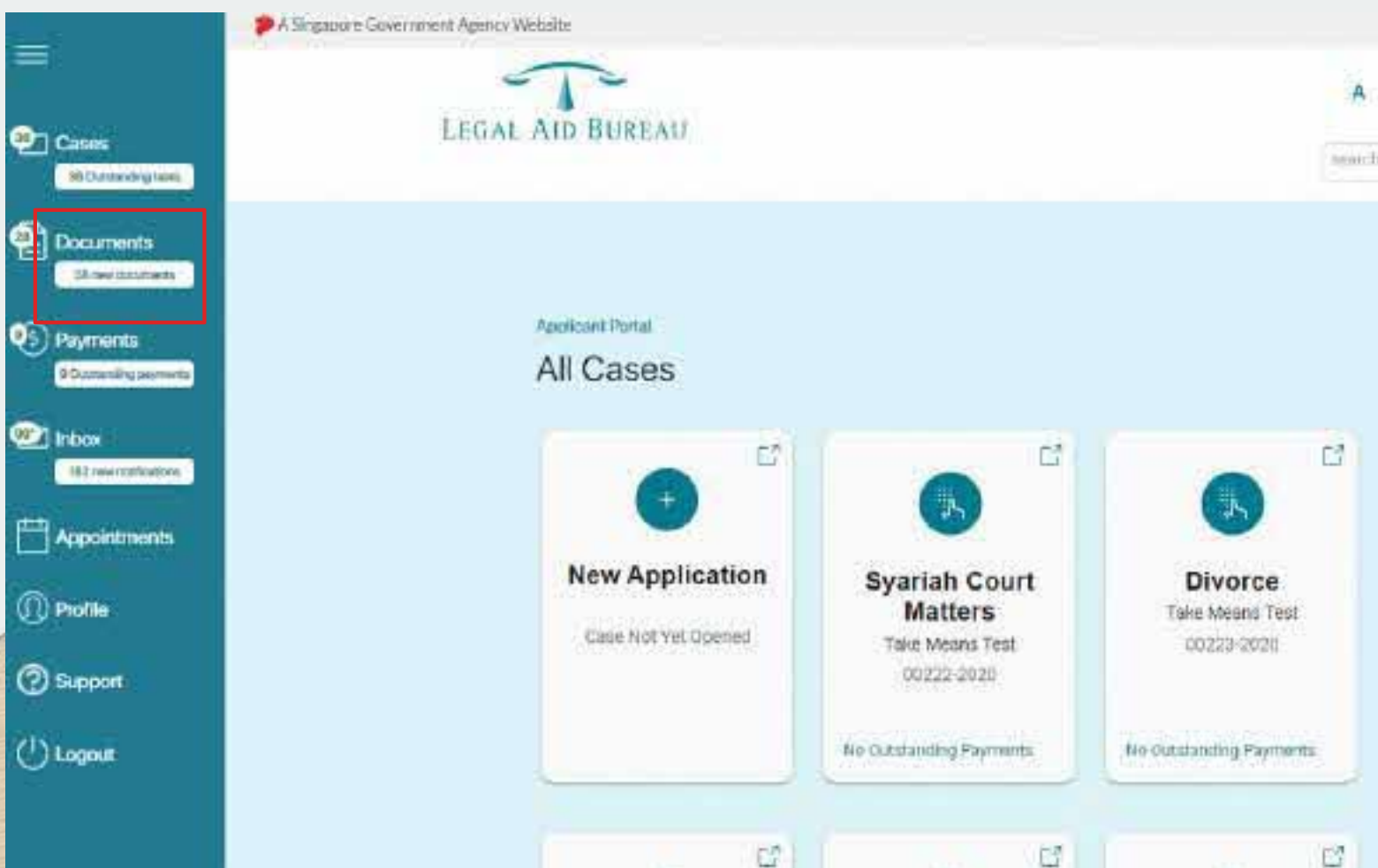
上载文件

指南

1. 通过SingPass登录申请者门户网站。
点击三横线图标展开目录选单。



2. 点击目录选单下的"Documents"。系统将显示您的个案件列表。



3. 您可以通过击箭头或案件编号（如下屏幕截图中红色圈所示）来打开相关的案件文件。



4. 你可以点击"Submit documents to Legal Aid Bureau"（如下屏幕截图所示）。



5. 上载文件的提示框将会出现。



6. 您可根据以下类别上载文件（为了方便识别，请将文件命名).

- 如果您想申请分期付款，您可以在“**Application for instalments**” 框栏内上载传分期付款申请表格。
- 如果您想申请豁免付款，您可以在 "**Application for bill waiver and supporting documents**"框内上载豁免/减免申请表格和相关证明文件。
- 所有其他文件，请在“**Case documents**” 框内上载。

如果文件有多页，请在上载之前将文件的所有页面合并为一个文件，并重新命名该文件以反映文件的性质。请勿单独上载每一页。

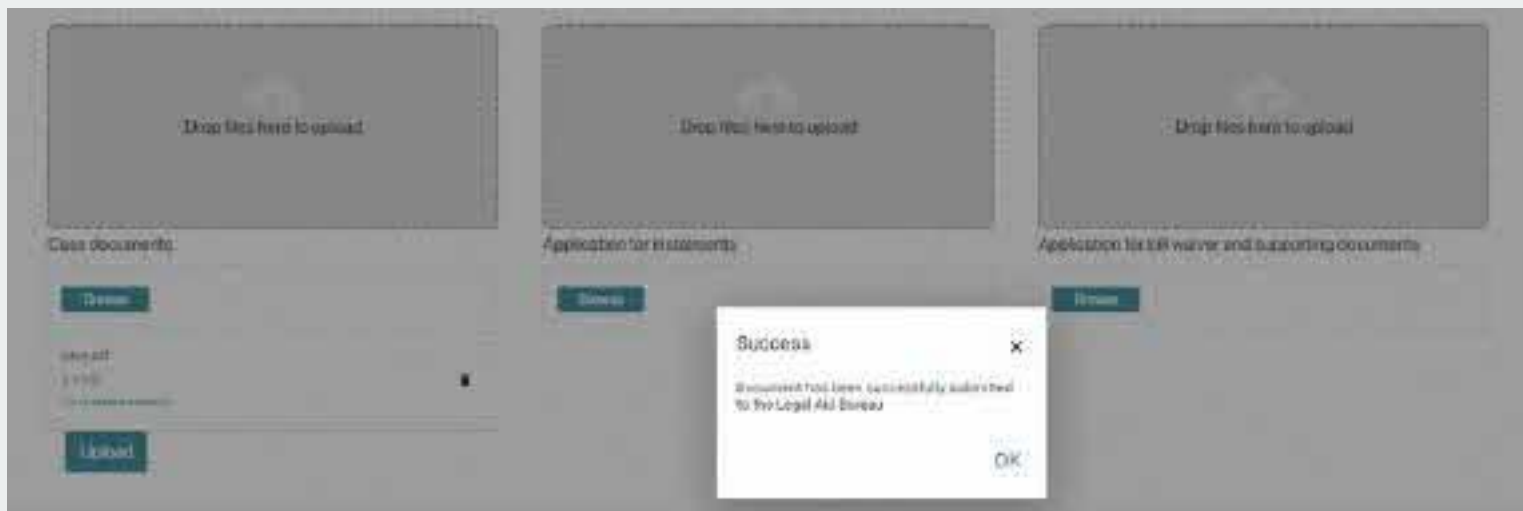
可上载的最大文件大小为24 MB。

您可以通过以下任何一种方式上载：

- 拖放相关文件到框内；或
- 通过“Browse” 选择文件。



7. 点击"Upload"。当您成功上传文件后，系统会弹出一个通知窗口。



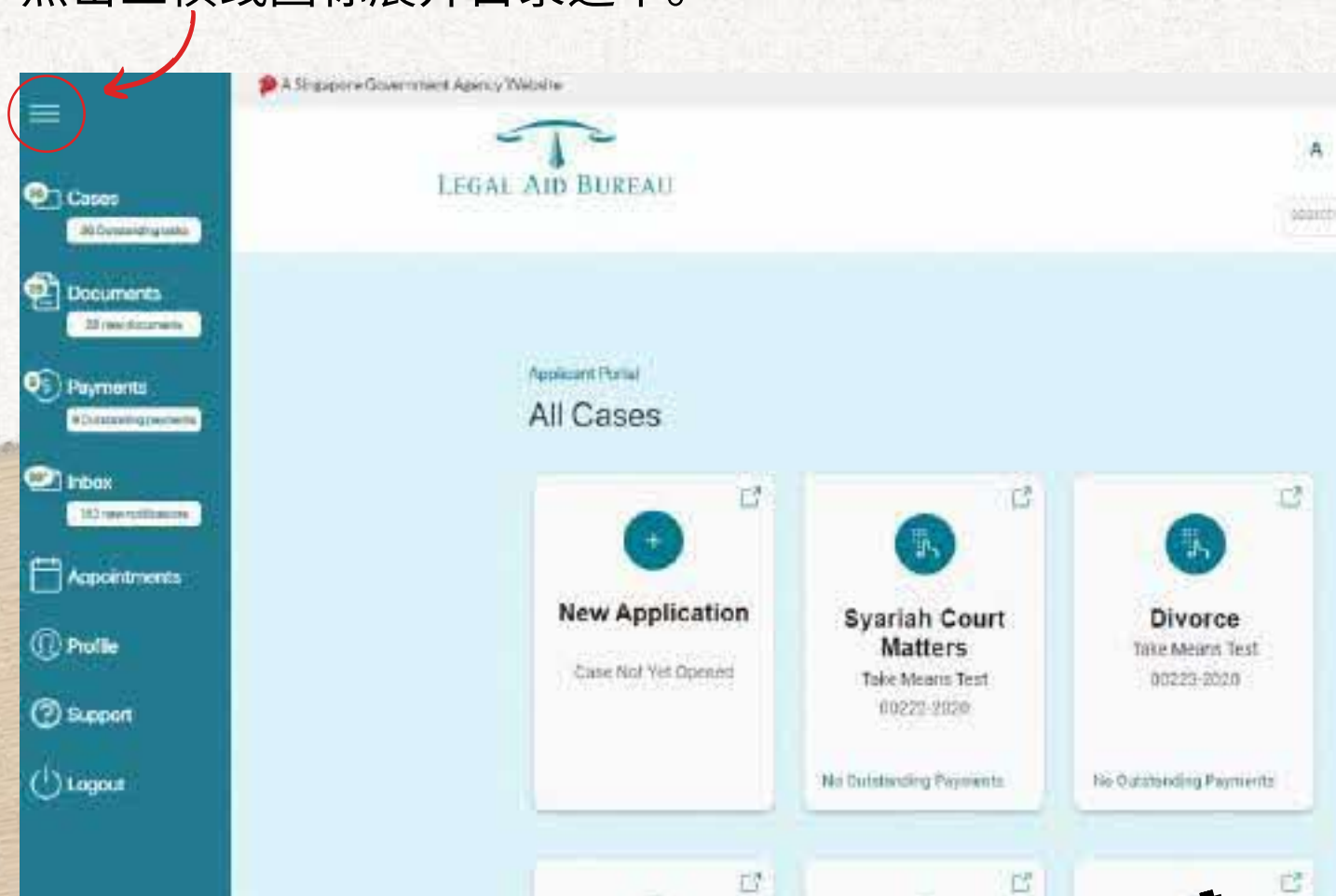
8. 成功上传的文件会显示在"[Documents submitted to the Legal Aid Bureau](#)"屏幕上。如果您没有看到相关文件，请按照以上步骤再次尝试上传。



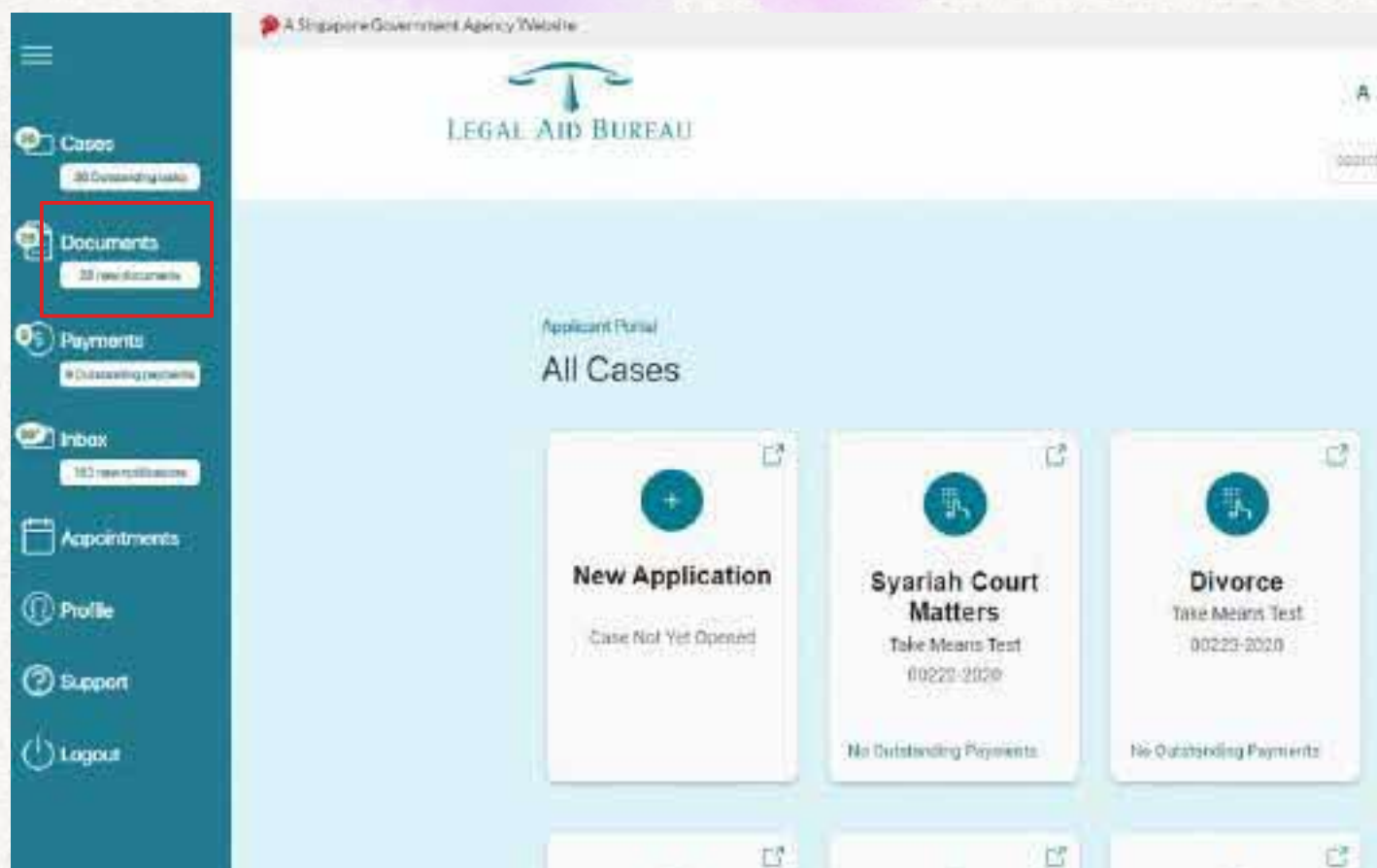
下载文件

指南

1. 通过SingPass登录申请者门户网站。
点击三横线图标展开目录选单。



2. 点击目录选单下的"Documents"。您的案件列表将显示。



3. 您可以通过点击箭头或档案案件编号（如下屏幕截图中以红圈所示）来点击相关的案件文件。



4. 您将能够看到已授予您的文件。点击您想要下载的文档。

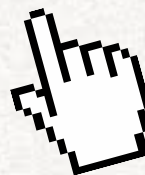
ENFORCEMENT/VARIATION OF COURT ORDER Case ID 00295-2020 2

Submit documents to Legal Aid Bureau [Please see our guide for the steps to do so](#)

You may upload 5 documents with file size of maximum 24 MB in one time. If there are multiple pages in a document, please consolidate all pages of the document in one file before uploading, and rename the file to reflect the nature of the document. Please do not upload each page separately. If you have a hardcopy document and do not have a scanner to scan and consolidate the pages, please download a scanner application on your mobile phone which will allow you to take pictures and consolidate all pages of a document into one file. Not sure how to do this? [See the guide here](#)

If you fail to do so, there will be a delay in reviewing your documents.

Document Description	Date Uploaded
Documents to display	
Request Description	Date Uploaded
Documents to display	
Payment Description	Date Uploaded
 LETH M	02-04-2020
 LETH H	19-04-2020



5. 您现在可以查看这些文件。请记得保存一份或列印一份，以便制作自己的记录。

IN THE FAMILY JUSTICE COURTS OF THE REPUBLIC OF SINGAPORE

Case No.: FC/J [REDACTED] 1918
 Sub Case No.: FC/J2 No. [REDACTED] 1921
 Doc. No.: FC/J2/L1 [REDACTED] 1923
 PRAJ (1) Process: 3.03 (1100/10)
 Date of Order: 11 January 2020
 Made By: [REDACTED]
 [REDACTED] District Judge

By name: [REDACTED]
 As: [REDACTED]
 Plaintiff
 Defendant



ORDER OF COURT

Nature of Hearing in Court:
 Oral Response Hearing
 Parties Present at the Hearing:
 [] Not Applicable
 Order Made:
 1. SPECIFICALLY



向我们汇报技术问题

请按以下方式向我们报告您的技术问题：

(1) 拨打我们的热线1800 2255 529向我们友善的客户服务代理描述您所面对的问题。我们将根据您的紧急程度, 在3至14个工作日内回复。

或

(2) 通过<https://go.gov.sg/contactminlaw> 向我们发送网上查询表格

