

**IN THE SUBORDINATE COURTS OF THE REPUBLIC OF SINGAPORE**

**REGISTRAR'S CIRCULAR NO 2 OF 2003**

**DECLARATION FORM  
SEVERE ACUTE RESPIRATORY SYNDROME [SARS] SCREENING**

1. As part of precautionary measures taken by the Subordinate Courts to prevent the spread of SARS, all persons who enter the Subordinate Courts shall be required to complete a Declaration Form before passing through the security gantries at the Havelock campus and the Family and Juvenile Court Building. The completion of such Declaration Forms shall also be required at the Small Claims Tribunals at Apollo Centre and at the Regional Centre in Ang Mo Kio.
2. The Forms are available at the Subordinate Courts websites at [www.subcourts.gov.sg](http://www.subcourts.gov.sg), [www.familycourtofsgapore.gov.sg](http://www.familycourtofsgapore.gov.sg) and [www.smallclaims.gov.sg](http://www.smallclaims.gov.sg) as well as the entry points at the respective premises. A copy of the Form is annexed hereto.
3. For solicitors and their clerks who have matters at the Subordinate Courts, the Forms may be downloaded from the websites. Solicitors may wish to furnish the Forms to their clients, witness(es) or any person accompanying them for their completion prior to coming to Court. This also applies to prosecutors who attend to Court matters with their officers, witness(es) or any person accompanying them.
4. The Forms must be completed and dated as at the date of entry, failing which entry to the premises will be refused.
5. This Circular takes effect on 28 April 2003.

Dated this 26<sup>th</sup> day of April 2003.

**LAU WING YUM  
REGISTRAR  
SUBORDINATE COURTS**