

**SINGAPORE ACADEMY OF LAW
STAKEHOLDING SERVICE
CIRCULAR 1/2020**

On 3 April 2020, the Government announced stricter measures to further contain the spread of Covid-19 in Singapore. This 'circuit-breaker' will cover the period from 7 April 2020 to 4 May 2020. This circular addresses changes to the Stakeholding Service during this period.

2 With effect from 7 April 2020 to 4 May 2020 (inclusive), the operating hours of the SAL Stakeholding Service counter will be as follows:

Day	For collection of cheques only (with prior appointment) To make an appointment, please visit http://bit.ly/SAL-stakeholding
Monday, Wednesday and Friday	2.30 p.m. to 4.30 p.m.
Tuesday and Thursday	Closed
Saturday, Sunday and Public Holiday	Closed

3 The Stakeholding Forms issued via SAL Stakeholding Circular 1/2017 can be used for submissions to SAL. The forms can be downloaded from the SAL website¹. Forms must now be submitted by email to stakeholding@sal.org.sg and copied to the relevant solicitor from the other side; **hardcopy submissions will not be accepted in this period.** All duly signed forms must be submitted in PDF format bearing the relevant law firm stamps and accompanied by a cover letter on law firm letterhead. Forms received after 4.30pm will be treated as received on the following working day.

4 Purchasers' or vendors' solicitors who have previously submitted Form 6/Form 6A (Authorisation & Indemnity for Facsimile Instructions) can continue to fax the forms to SAL.

5 Purchasers' solicitors should advise their clients to submit the relevant deduction forms to SAL (and vendors' solicitors) early.

6 The above limited operating hours and procedures may be extended beyond 4 May 2020 if the Government announces an extension of the Covid-19 'circuit-breaker' measures.

7 For enquiries, please email stakeholding@sal.org.sg.

DATED THIS 6th DAY OF APRIL 2020


SERENE WEE (MS)
CHIEF EXECUTIVE
SINGAPORE ACADEMY OF LAW

¹ <http://bit.ly/SAL-stakeholding>