

MINISTRY OF LAW

LAW

Public Trustee's
Office

S I N G A P O R E

PUBLIC TRUSTEE'S OFFICE (PTO)

Application for Motor Accident Compensation Settlement

User Guide for E-Service Submission

<https://eservices.mlaw.gov.sg/pto>

Last updated on 27 Dec 2021

General Information

- 1) The application to the Public Trustee's Office for the administration of motor accident compensation settlement is via an online E-Service. There will be an application fee required at the end of the submission process. Payment is via eNETS or Credit Card for cases on and after 1 August 2014 with out-of-court settlement and total amount after liability exceeding \$5,000.
- 2) Please ensure that you access the E-Service using the latest versions of Chrome, Microsoft Edge or Safari.
- 3) You may click the **Save** button to save your application for up to 7 calendar days. You may also click on the left menu item to navigate to the specific page.
- 4) You may click on ▼ Arrow Down icon to select from a dropdown or click on the box to filter the options.
- 5) You may input a date field using the  Calendar icon to select a date.
- 6) Upon the successful submission, you will receive an acknowledgement via email. Thereafter, you can login to check on the application status in the **Dashboard** page under the **Processing** tab.

Proceed to log in with your selected log-in option.

If you do not have Singpass, please click on the 'Register' button to sign up for an account i.e. business user / individuals / foreign individuals. Otherwise, you will not be able to proceed with the online application.

A Singapore Government Agency Website

MINISTRY OF LAW SINGAPORE Public Trustee's Office

Q ≡ LOGIN

Business Users

[Log in with singpass](#)

[Register](#)

Individuals

Scan with Singpass app to log in



singpass

Use password login instead

Don't have the Singpass app?
[Download now](#)

[Register](#)

Foreign Individuals

[Register](#)

Provide permission for Singpass to retrieve and pre-fill information for the online application by clicking **I Agree**.

singpass

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 form filling.

- > NRIC/FIN
- > Name
- > Date of Birth
- > Residential Status
- > Nationality
- > Registered Address
- > Email
- > Mobile Number
- > Marital Status
- > Last Marriage Date
- > Country of Marriage

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

Cancel

1

I Agree

1. After you have logged in to the **PTO E-Service Portal**:
From the top menu, click on **NEW APPLICATION** and select the **Application for Motor Accident Compensation Settlement** menu item.

Note: Page is not applicable for users who login the first time.

The screenshot shows the PTO E-Service Portal dashboard for a user named Janice Lee. The top navigation bar includes the Ministry of Law logo, the user's name, and a 'Logout' button. A dropdown menu is open under the 'NEW APPLICATION' button, listing various application types. A grey arrow with the number '1' points to the 'NEW APPLICATION' button. The dashboard also features a 'Dashboard' section with a search bar and 'My Applications' section with filters for 'For your action' (0) and 'Drafts' (5). A table with columns 'File Reference Number' and 'Activity' is visible below the filters.

A Singapore Government Agency Website

MINISTRY OF LAW Public Trustee's Office

Welcome, Janice Lee

Logout

1

NEW APPLICATION

MY ACCOUNT

Dashboard

I would like to: Please select

My Applications

For your action 0 Drafts 5

File Reference Number Activity

Trust Cases:

- Administer Deceased's Un-nomination CPF, Baby Bonus, Edusave, PSEA Monies
- Administer Deceased's Estate
- Application for Maintenance Allowance
- Statement of Account for Held-in-Trust Case

Motor Accident Cases:

- Application for Motor Accident Compensation Settlement
- Approval of Solicitor and Client Costs

Other:

- Submit Supporting Documents

- From the **Dashboard** page, select **I would like to** and select **Submit Application for Motor Accident Compensation Settlement**.

Note: Page is not applicable for users who login the first time.

The screenshot shows the 'Dashboard' page of the Public Trustee's Office website. At the top, there is a navigation bar with the Ministry of Law logo, a home icon, and links for 'NEW APPLICATION' and 'MY ACCOUNT'. A user is logged in as 'Janice Lee' with a 'Logout' button. The main content area is titled 'Dashboard' and features a section 'I would like to:' with a dropdown menu. An arrow labeled '1' points to this dropdown. The dropdown menu is open, showing a list of application options under three categories: 'Trust Cases', 'Motor Accident Cases', and 'Other'. An arrow labeled '2' points to the 'Submit Application for Motor Accident Compensation Settlement' option under the 'Motor Accident Cases' category. Below the dropdown, there is a 'My Applications' section with a 'For your action' indicator showing '0' items. A table with the header 'File Reference Number' is visible but empty.

3. Read the notes carefully.

A Singapore Government Agency Website

MINISTRY OF LAW Public Trustee's Office SINGAPORE

Home NEW APPLICATION MY ACCOUNT

Welcome, Janice Lee Logout

Application for Motor Accident Compensation Settlement

This is an online application to the Public Trustee to administer the motor accident compensation settlement.

Please note the following:

1. Each application is meant for one (1) accident victim only.
2. If there is more than one (1) accident victim, please submit a separate application for each of them.
3. Please ensure that the case meets the following criteria before submission:
 - a. The sum of General and Special Damages (excluding interest) awarded to the accident victim exceeds \$5,000.00 (after liability)
 - b. The accident involved a motor vehicle as defined under Section 2 of the Motor Vehicles (Third Party Risks & Compensation) Act (Cap. 189)
 - c. The accident occurred on a road as defined under Section 2 of the Motor Vehicles (Third Party Risks & Compensation) Act (Cap. 189)
 - d. All outstanding case matters and appeals have been settled
4. You can save your draft application(s) up to 7 calendar days, after which the record(s) will be deleted.

4. Click on the **Proceed** button

It should take about 30 minutes with complete information on hand to complete this application.

You will need the details of the:

- Accident Victim
- Solicitor / Applicant
- General Damages
- Special Damages
- Administrator/Executor
- Defendant
- Insurer

Maximum file size submitted must not exceed 5 MB individually.



APPLICATION FORM

Submit or edit your application form.



Proceed →

5. Select the **Residential Status** and enter the **NRIC / FIN / Passport Number** of the Accident Victim.

Enter the **Date of Accident**.

AND

Click on the **Proceed** button.

A Singapore Government Agency Website

MINISTRY OF LAW SINGAPORE Public Trustee's Office

NEW APPLICATION ▾ MY ACCOUNT ▾

Welcome, Janice Lee

Logout ↗

Application for Motor Accident Compensation Settlement

1. Validation 2. Questionnaire 3. Application Form 4. Confirmation 5. Acknowledgement

Accident Victim Particulars

Residential Status

Please select ▾ 1

NRIC / FIN / Passport Number

2

Date of Accident

3

Back to Dashboard

Save 4 Proceed →

6. Review the **Questionnaire** and select either **Date of Judgement / Settlement before 01 Aug 2014** or **Date of Judgement / Settlement on or after 01 Aug 2014**.

Select either **Yes** or **No** for **Is the General Damages more than \$5,000.01 after liability?**

A Singapore Government Agency Website

MINISTRY OF LAW SINGAPORE Public Trustee's Office

NEW APPLICATION ▾ MY ACCOUNT ▾

Welcome, Janice Lee

Logout

Application for Motor Accident Compensation Settlement

1. Validation 2. Questionnaire 3. Application Form 4. Confirmation 5. Acknowledgement

Questionnaire

1. Please select an option

- Date of Judgement / Settlement before 01 Aug 2014
- Date of Judgement / Settlement on or after 01 Aug 2014

2. Is the General Damages more than \$5,000.01 after liability?

- Yes
- No

7. If **Date of Judgement / Settlement before 1 Aug 2014** and **In Court** are selected, enter the **Name of Judge / Registrar** and **Date of Judgement**.

AND

Click on the **Proceed** button.

1. Validation 2. Questionnaire 3. Application Form 4. Confirmation 5. Acknowledgement

🔍 Questionnaire

1. Please select an option

- Date of Judgement / Settlement before 01 Aug 2014
- Date of Judgement / Settlement on or after 01 Aug 2014

2. Is the General Damages more than \$5,000.01 after liability?

- Yes
- No

3. Was this case settled in Court or Out-of-Court?

- In Court
- Out-of-Court

Name of Judge / Registrar

Date of Settlement Agreement

Back to Dashboard ← Back 4 Proceed →

8. If **Date of Judgement / Settlement before 1 Aug 2014** and **Out-of-Court** are selected, enter the **Date of Settlement Agreement**.

AND

Click on the **Proceed** button.

1. Validation 2. Questionnaire 3. Application Form 4. Confirmation 5. Acknowledgement

🔍 Questionnaire

1. Please select an option

- Date of Judgement / Settlement before 01 Aug 2014
- Date of Judgement / Settlement on or after 01 Aug 2014

2. Is the General Damages more than \$5,000.01 after liability?

- Yes
- No

3. Was this case settled in Court or Out-of-Court?

- In Court
- Out-of-Court

Date of Settlement Agreement

DD/MM/YYYY

Back to Dashboard

9. If **Date of Judgement / Settlement after 1 Aug 2014** and **In Court** are selected, enter the **Name of Judge / Registrar** and **Date of Judgement**.

1. Validation 2. Questionnaire 3. Application Form 4. Confirmation 5. Acknowledgement

🔍 Questionnaire

1. Please select an option

- Date of Judgement / Settlement before 01 Aug 2014
- Date of Judgement / Settlement on or after 01 Aug 2014

2. Does the sum of General and Special Damages (excluding interest) exceed \$5,000.00 after liability?

- Yes
- No

3. Was this case settled in Court or Out-of-Court?

- In Court
- Out-of-Court

Name of Judge / Registrar

Date of Judgement

 📅

10. Continue to review the **Questionnaire** and select either **Yes** or **No**.

AND

Click on the **Proceed** button.

4. Was the motor accident victim represented by an advocate and solicitor or a public officer?

- Yes
- No

5. Does the Judgment require Public Trustee to hold the compensation monies in trust for the motor accident victim or claimant(s)?

- Yes
- No

6. Have you informed your client that you are claiming for Solicitor and Client costs?

- Yes
- No

7. Does your client know how much you are claiming for Solicitor and Client costs?

- Yes
- No

[Back to Dashboard](#)

[← Back](#)



1

[Proceed →](#)

11. If **Date of Judgement / Settlement after 1 Aug 2014** and **Out-of-Court** are selected, enter the **Date of Settlement Agreement**.

Continue to review the **Questionnaire** and select either **Yes** or **No**.

1. Validation 2. Questionnaire 3. Application Form 4. Confirmation 5. Acknowledgement

🔍 Questionnaire

1. Please select an option

- Date of Judgement / Settlement before 01 Aug 2014
- Date of Judgement / Settlement on or after 01 Aug 2014

2. Does the sum of General and Special Damages (excluding interest) exceed \$5,000.00 after liability?

- Yes
- No

3. Was this case settled in Court or Out-of-Court?

- In Court
- Out-of-Court

Date of Settlement Agreement

DD/MM/YYYY 

4. Was the motor accident victim represented by an advocate and solicitor or a public officer?

- Yes
- No

1 2 3

12. Continue to review the **Questionnaire** and select either **Yes** or **No**.

AND

Click on the **Proceed** button.

5. Is the accident victim under legal custody or in a place of detention?

- Yes
- No

6. Is the accident victim isolated in a hospital or other place under the Infectious Diseases Act?

- Yes
- No

7. Have you informed your client that you are claiming for Solicitor and Client costs?

- Yes
- No

8. Does your client know how much you are claiming for Solicitor and Client costs?

- Yes
- No

[Back to Dashboard](#)

[← Back](#)



1

[Proceed →](#)

13. Enter the **Solicitor / Applicant Particulars** information.

*You may click on the **Retrieve MyInfo** button to populate your personal information from MyInfo, or click on the **Clear MyInfo** to clear MyInfo information if you would like to input the information.*

A Singapore Government Agency Website

MINISTRY OF LAW Public Trustee's Office SINGAPORE

NEW APPLICATION ▾ MY ACCOUNT ▾

Welcome, Janice Lee

Logout ↗

Application for Motor Accident Compensation Settlement

1. Validation 2. Questionnaire 3. Application Form 4. Confirmation 5. Acknowledgement

Solicitor / Applicant

- Accident Victim
- General Damage
- Special Damage
- Defendant
- Insurer
- Confirmation

Solicitor / Applicant Particulars

1 → **Retrieve Myinfo** with singpass **Clear Myinfo**

Name of Law Firm
Please select ▾

File Reference Number

Name of Solicitor / Applicant

Contact Number Type
 Local Number Foreign Number

Contact Number

14. If there is a previous solicitor, turn on the option **Add Previous Solicitor** to enter the information.

AND

Click on the **Add** button.

If there is no previous solicitor, skip to Step 16 (page 21).

The screenshot shows a web form for adding a previous solicitor. The form includes the following fields and controls:

- Email Address:** A text input field containing "email@address.com". Below it, a note states: "The email address will be used by the Public Trustee for all correspondence."
- Capacity in which you are applying?:** A dropdown menu with "Please select" as the current selection.
- Suit Number (If suit field in relation to accident):** Four separate text input fields for entering the suit number.
- Add Previous Solicitor:** A checkbox that is currently checked. A grey arrow with the number "1" points to this checkbox.
- Name of Law Firm:** A dropdown menu with "Please select" as the current selection.
- Name of Solicitor:** A text input field.
- File Reference Number:** A text input field.
- Claiming Cost?:** A checkbox that is currently unchecked.
- Navigation:** At the bottom right, there is a "Cancel" button, a grey arrow with the number "2" pointing to the right, and an "Add" button.

15. Verify the added **Previous Solicitor** record.

Turn on the option **Add Previous Solicitor** to add more Previous Solicitor.

OR

Click on the **Proceed** button.

Previous Solicitor

No.	Name of Firm	Name of Solicitor	File Reference Number	Claiming Cost	
1	A C SYED & PARTNERS	Previous Solicitor	AC-000101-2021	<input checked="" type="checkbox"/>	Action ▾

Add Previous Solicitor

Back to Dashboard ← Back **1** → Proceed →

16. In **Accident Victim** page, enter the **Accident Victim Particulars** information.

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MINISTRY OF LAW Public Trustee's Office SINGAPORE

Welcome, Janice Lee

NEW APPLICATION MY ACCOUNT Logout

Application for Motor Accident Compensation Settlement

1. Validation 2. Questionnaire 3. Application Form 4. Confirmation 5. Acknowledgement

Solicitor / Applicant ✓

Accident Victim

General Damage

Special Damage

Defendant

Insurer

Confirmation

Accident Victim Particulars

Name

As stated in NRIC / FIN / Passport

Residential Status

NRIC Number / FIN / Passport Number

Date of Birth

DD/MM/YYYY

If you only know the year of birth ("YYYY"), please indicate the date of birth as 01/01/YYYY. (E.g. If you only know that the year of birth is 1939, please indicate the date of birth as 01/01/1939.)

17. Continue to enter the Accident Victim Particulars information.

Details Required for Holding Compensation Monies in Trust

Has the Accident Victim passed away?

Yes

No

Does the Accident Victim lack mental capacity within the meaning of section 4 of the Mental Capacity Act?

Yes

No

If yes, has a Deputy been appointed for the Accident Victim?

Yes

No

Mobile Number Type

Local Number

Foreign Number

Mobile Number

If you do not have a mobile number, please provide the mobile number of your next of kin who can receive the messages on your behalf and thereafter alert you of the messages which may require your actions.

Email Address

Please provide a valid email address as sensitive information (e.g. payment details) would be sent to your email address. We would also be using this email address to correspond with you.

Occupation

18. Continue to enter the **Accident Victim Particulars** information.

 **Residential Address**

Address Type
 Local Address Foreign Address

Postal Code

Blk/House Number

Street Name

Level

Unit

Building Name

 **Correspondence Address**

Different from Residential Address

19. Continue to enter the **Accident Victim Particulars** information.

Accident Details

Date of Accident

Vehicle Number

Mode of Receiving Payment

- PayNow
- GIRO
- Telegraphic Transfer
- Demand Draft
- NA

Related Case Arising from the Accident

Are you acting as the solicitor/applicant in another case related to the same accident?

- Yes
- No

Supporting Documents of Victim

Identity Card / Passport of Accident Victim (e.g. NRIC / Passport)

Upload Document

Order of Court

Upload Document

Agreed Party-and-Party Costs and Disbursement

Upload Document

20. For receiving payment via **PayNow**, the Accident Victim will receive a SMS and email to request that he / she logs in to the system to provide his / her consent.

Proceed to Step 24 (page 29) to add related case arising from the accident or Step 25 (page 30) to upload supporting document(s) for the accident victim.

A Singapore Government Agency Website

MINISTRY OF LAW SINGAPORE Public Trustee's Office

Welcome, Janice Lee

NEW APPLICATION MY ACCOUNT Logout

Solicitor / Applicant ✓

Accident Victim

General Damage

Special Damage

Defendant

Insurer

Confirmation

Mode of Receiving Payment

PayNow

GIRO

Telegraphic Transfer

Demand Draft

NA

For payment via PayNow

A SMS and email will be sent to this Victim to log in to give consent to receive the monies via PayNow.

Related Case Arising from the Accident

Are you acting as the solicitor/applicant in another case related to the same accident?

Yes No

21. For receiving payment via **GIRO**, continue to enter the required bank information.

Proceed to Step 24 (page 29) to add related case arising from the accident or Step 25 (page 30) to upload supporting document(s) for the accident victim.

A Singapore Government Agency Website

MINISTRY OF LAW SINGAPORE Public Trustee's Office

Welcome, Janice Lee

Logout

NEW APPLICATION MY ACCOUNT

Mode of Receiving Payment

PayNow

GIRO

Telegraphic Transfer

Demand Draft

NA

For payment via GIRO

Name of Bank

Please select

Bank Account Number

Without dashes

Solicitor / Applicant

Accident Victim

General Damage

Special Damage

Defendant

Insurer

Confirmation

22. For receiving payment via **Telegraphic Transfer**, continue to enter the required bank information.

Proceed to Step 24 (page 29) to add related case arising from the accident or Step 25 (page 30) to upload supporting document(s) for the accident victim.

A Singapore Government Agency Website

MINISTRY OF LAW SINGAPORE Public Trustee's Office

Home NEW APPLICATION MY ACCOUNT

Welcome, Janice Lee Logout

Solicitor / Applicant ✓

Accident Victim

General Damage

Special Damage

Defendant

Insurer

Confirmation

Mode of Receiving Payment

PayNow

GIRO

Telegraphic Transfer

Demand Draft

NA

For payment via Telegraphic Transfer (Applicable to payment to Foreign Bank Accounts only)

Please note that all related bank charges from the remittance made through Telegraphic Transfer will be deducted from the amount paid.

Bank Name

Bank Account Number

Without dashes

Swift Code

Currency

Please select

23. For receiving payment via **Demand Draft**, continue to enter the required payee information.

Proceed to Step 24 (page 29) to add related case arising from the accident or Step 25 (page 30) to upload supporting document(s) for the accident victim.

A Singapore Government Agency Website

MINISTRY OF LAW SINGAPORE Public Trustee's Office

Home NEW APPLICATION MY ACCOUNT

Welcome, Janice Lee Logout

Mode of Receiving Payment

- PayNow
- GIRO
- Telegraphic Transfer
- Demand Draft
- NA

For payment via Demand Draft (Applicable to payment to Foreign Bank Accounts only)

Please note that all related bank charges from the remittance made through Telegraphic Transfer will be deducted from the amount paid.

Payee's Address

Currency

Please select

* If the requested currency is not available, the Demand Draft will be issued in SGD or USD.

Solicitor / Applicant ✓

Accident Victim

General Damage

Special Damage

Defendant

Insurer

Confirmation

24. To add related case arising from the accident, enter the **Public Trustee's Reference Number**.

Click on the **Add** button.

Verify the added record.

AND

Turn on the option **Add Public Trustee's Reference Number** to add more related case.

Related Case Arising from the Accident

Are you acting as the solicitor/applicant in another case related to the same accident?

Yes No

Public Trustee's Reference Number

AC - 000000 - YYYY -

Related Case Arising from the Accident

Are you acting as the solicitor/applicant in another case related to the same accident?

Yes No

No.	Public Trustee's Reference Number	Action
1	AC-000096-2021-Y	Action ▼

Add Public Trustee's Reference Number

25. Click on the **Upload Document** button to provide the required **Supporting Documents of Victim**.

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MINISTRY OF LAW SINGAPORE Public Trustee's Office

Welcome, Janice Lee

Logout

NEW APPLICATION MY ACCOUNT

Add Public Trustee's Reference Number

Supporting Documents of Victim

Identity Card / Passport of Accident Victim (e.g. NRIC / Passport) Upload Document

Order of Court **1** Upload Document

Agreed Party-and-Party Costs and Disbursement Upload Document

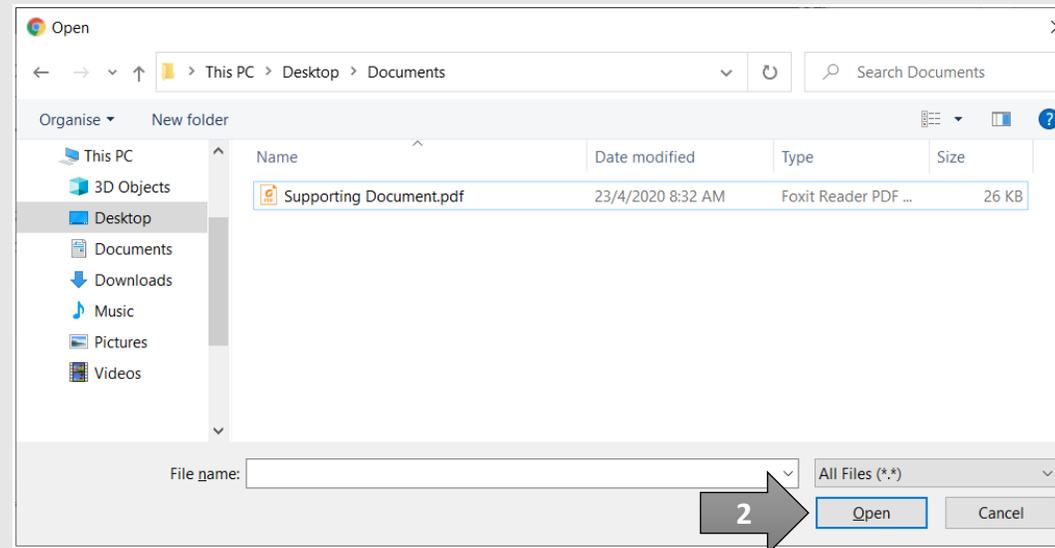
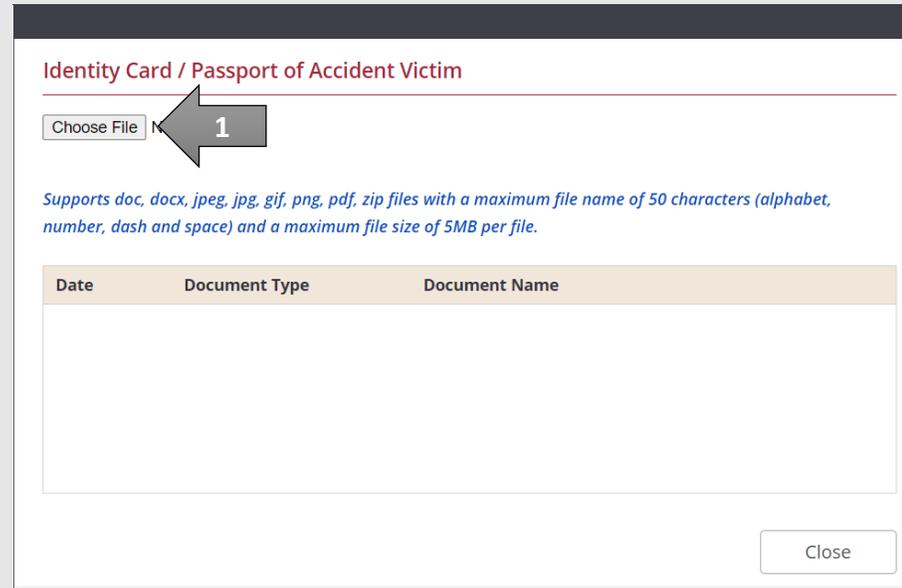
Other Supporting Documents Upload Document

Back to Dashboard Back Save Proceed

26. Click on the **Choose File** button to select a document to be uploaded and click on the **Open** button to upload the selected file.

AND

Click on the **Close** button.



27. Verify the uploaded Supporting Documents.

AND

Click on the **Proceed** button.

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MINISTRY OF LAW Public Trustee's Office SINGAPORE

Home NEW APPLICATION MY ACCOUNT

Welcome, Janice Lee Logout

Supporting Documents of Victim

No.	Date	Document Type	Document Name	Action
1	15/11/2021	Identity Card / Passport of Accident Victim	Supporting Documents.pdf	Action

- Identity Card / Passport of Accident Victim (e.g. NRIC / Passport)
- Order of Court
- Agreed Party-and-Party Costs and Disbursement
- Other Supporting Documents

Back to Dashboard

28. In **General Damages** page, enter the **Interest Payable Particulars** and **General Damages** information.

AND

Turn on the option **Add General Damage** to enter more General Damage.

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MINISTRY OF LAW Public Trustee's Office SINGAPORE

Welcome, Janice Lee

NEW APPLICATION MY ACCOUNT Logout

Application for Motor Accident Compensation Settlement

1. Validation 2. Questionnaire 3. Application Form 4. Confirmation 5. Acknowledgement

Solicitor / Applicant ✓
Accident Victim ✓
General Damage
Special Damage
Defendant
Insurer
Deputy
Confirmation

General Damages

Interest Payable Particulars

Interest Claimed for General Damage (\$)

 ← 1

General Damages

Percentage of Liability conceded on the part of Accident Victim (%)

 ← 2

Add General Damage → 3

Back to Dashboard Back Save Proceed

29. Continue to enter the **General Damages Particulars** information.

AND

Click on the **Add** button .

A Singapore Government Agency Website

MINISTRY OF LAW SINGAPORE Public Trustee's Office

Home NEW APPLICATION MY ACCOUNT

Welcome, Janice Lee Logout

Add General Damage

Description

Amount before Liability (S\$)

0.00

Amount after Liability (S\$)

0.00

Solicitor / Applicant

Accident Victim

General Damage

Special Damage

Defendant

Insurer

Deputy

Confirmation

Ca 1 Add

Back to Dashboard Back Save Proceed

30. Verify the added General Damage record.

Turn on the option **Add General Damage** to add more General Damage.

OR

Click on the **Proceed** button.

A Singapore Government Agency Website

MINISTRY OF LAW SINGAPORE Public Trustee's Office

Welcome, Janice Lee

Logout

NEW APPLICATION MY ACCOUNT

No.	Description	Amount before Liability (S\$)	Percentage of Liability conceded on part of Accident Victim	Amount after Liability (S\$)	Action
1	General Damage	100.00	80.00	20.00	Action

Total Amount Before Liability (S\$) S\$ 100.00
Total Amount After Liability (S\$) S\$ 20.00

Add General Damage 1

Back to Dashboard

31. In **Special Damages** page, enter the **Special Damages** information and Interest Claimed.

AND

Turn on the option **Add Interim Payment** to enter Interim Payment details.

A Singapore Government Agency Website

MINISTRY OF LAW Public Trustee's Office SINGAPORE

Welcome, Janice Lee

NEW APPLICATION MY ACCOUNT Logout

Application for Motor Accident Compensation Settlement

1. Validation 2. Questionnaire 3. Application Form 4. Confirmation 5. Acknowledgement

Solicitor / Applicant ✓

Accident Victim ✓

General Damage ✓

Special Damage

Defendant

Insurer

Deputy

Confirmation

Special Damages

Amount before Liability (S\$)

0.00 **1**

Amount after Liability (S\$)

0.00

Interest Claimed for Special Damage (S\$)

0.00 **2**

Interim Payment Details

Add Interim Payment **3**

32. Enter the **Interim Payment Details** information.

AND

Click on the **Add** button.

A Singapore Government Agency Website

MINISTRY OF LAW Public Trustee's Office SINGAPORE

Home NEW APPLICATION MY ACCOUNT

Welcome, Janice Lee Logout

Interim Payment Details

Add Interim Payment

Date of Interim Payment 1

Amount (\$\$)

Cancel Add

Back to Dashboard

- Solicitor / Applicant
- Accident Victim
- General Damage
- Special Damage**
- Defendant
- Insurer
- Deputy
- Confirmation

33. Verify the added Interim Payment record.

Turn on the option **Add Interim Payment** to add more Interim payment.

OR

Click on the **Proceed** button.

A Singapore Government Agency Website

MINISTRY OF LAW SINGAPORE Public Trustee's Office

Welcome, Janice Lee

Logout

Interim Payment Details

No.	Date of Interim Payment	Amount (S\$)
1	04/11/2020	100.00 Action

Total Interim Paid (S\$) S\$ 100.00

Add Interim Payment 1

Back to Dashboard

34. In the **Defendant** page, turn on the option **Add Defendant** to enter **Defendant Particulars** information.

The screenshot displays the 'Application for Motor Accident Compensation Settlement' interface. At the top, it shows the Ministry of Law Singapore logo and the user's name, 'Welcome, Janice Lee', with a 'Logout' button. The main navigation bar includes 'NEW APPLICATION' and 'MY ACCOUNT'. The process flow is indicated by a progress bar with five steps: 1. Validation, 2. Questionnaire, 3. Application Form (current step), 4. Confirmation, and 5. Acknowledgement. On the left, a sidebar lists various categories: Solicitor / Applicant, Accident Victim, General Damage, Special Damage, Defendant (highlighted in red), Insurer, Deputy, and Confirmation. The 'Defendant' section is expanded, showing a sub-section titled 'Defendant Particulars' with an 'Add Defendant' button. A red arrow with the number '1' points to this button. Below the 'Add Defendant' button, there are buttons for 'Back to Dashboard', 'Back', 'Save', and 'Proceed'.

35. Continue to enter the **Defendant Particulars** information.

AND

Click on the **Add** button.

The screenshot shows a web application interface for entering defendant information. At the top, a progress bar indicates five steps: 1. Validation, 2. Questionnaire, 3. Application Form (current step), 4. Confirmation, and 5. Acknowledgement. On the left, a sidebar menu lists categories: Solicitor / Applicant, Accident Victim, General Damage, Special Damage, Defendant (highlighted in red), Insurer, Deputy, and Confirmation. The main content area is titled 'Defendant Particulars' and includes an 'Add Defendant' checkbox. Below this are several input fields: 'Name of Defendant / Entity', 'ID Type' (with radio buttons for Individual and Non-Individual), 'Residential Status' (a dropdown menu), 'NRIC Number / FIN / Passport Number / UEN', 'File Reference Number', and 'Name of Law Firm Representing the Defendant' (another dropdown menu). At the bottom right, there is a 'Cancel' button and an 'Add' button, with a grey arrow pointing from the 'Cancel' button to the 'Add' button, labeled with the number '1'.

36. Verify the added Defendant record.

Turn on the option **Add Defendant** to add more Defendant.

OR

Click on the **Proceed** button.

A Singapore Government Agency Website

MINISTRY OF LAW SINGAPORE Public Trustee's Office

Welcome, Janice Lee

Logout

Application for Motor Accident Compensation Settlement

1. Validation 2. Questionnaire 3. Application Form 4. Confirmation 5. Acknowledgement

Solicitor / Applicant ✓
Accident Victim ✓
General Damage ✓
Special Damage ✓
Defendant
Insurer
Deputy
Confirmation

Defendant Particulars

No.	Name	ID Number	File Reference Number	Name of Law Firm	Action
1	Defendant	P12345	AC12345	A ALAGAPPAN & CO	Action ▼

Add Defendant 

Back to Dashboard 

37. In the **Insurer** page, turn on the option **Add Insurer** to enter **Insurer Particulars** information.

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MINISTRY OF LAW Public Trustee's Office SINGAPORE

NEW APPLICATION MY ACCOUNT

Welcome, Janice Lee Logout

Application for Motor Accident Compensation Settlement

1. Validation 2. Questionnaire 3. Application Form 4. Confirmation 5. Acknowledgement

- Solicitor / Applicant ✓
- Accident Victim ✓
- General Damage ✓
- Special Damage ✓
- Defendant ✓
- Insurer**
- Deputy
- Confirmation

Insurer Particulars

Add Insurer

1

Back to Dashboard Back Save Proceed

38. Enter the **Insurer Particulars** information.

AND

Click on the **Add** button.

The screenshot shows a web application interface for entering insurer information. At the top, a progress bar indicates five steps: 1. Validation, 2. Questionnaire, 3. Application Form (current step), 4. Confirmation, and 5. Acknowledgement. On the left, a sidebar menu lists various categories: Solicitor / Applicant, Accident Victim, General Damage, Special Damage, Defendant, Insurer (highlighted in red), Deputy, and Confirmation. The main content area is titled 'Insurer Particulars' and includes a checkbox for 'Add Insurer' (checked). Below this are two text input fields: 'Name of Insurer' and 'File Reference Number'. At the bottom right of the form, there is a 'Cancel' button with a right-pointing arrow and the number '1', and a black 'Add' button. At the very bottom of the page, there are four buttons: 'Back to Dashboard', 'Back', 'Save', and 'Proceed'.

39. Verify the added Insurer record.

Turn on the option **Add Insurer** to add more Insurer.

OR

Click on the **Proceed** button.

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MINISTRY OF LAW Public Trustee's Office SINGAPORE

Home NEW APPLICATION MY ACCOUNT

Welcome, Janice Lee Logout

Application for Motor Accident Compensation Settlement

1. Validation 2. Questionnaire 3. Application Form 4. Confirmation 5. Acknowledgement

- Solicitor / Applicant ✓
- Accident Victim ✓
- General Damage ✓
- Special Damage ✓
- Defendant ✓
- Insurer**
- Deputy
- Confirmation

Insurer Particulars

No.	Name	File Reference Number	Action
1	Insurer	AC-000001-2021	Action ▼

Add Insurer 1

Back to Dashboard 1

40. In the **Deputy** page, enter the **Deputy Particulars** information.

Deputy page will be available if a Deputy has been appointed for the accident victim which is indicated at the Accident Victim page.

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MINISTRY OF LAW Public Trustee's Office SINGAPORE

NEW APPLICATION ▾ MY ACCOUNT ▾

Welcome, Janice Lee

Logout ↗

Application for Motor Accident Compensation Settlement

1. Validation 2. Questionnaire 3. Application Form 4. Confirmation 5. Acknowledgement

- Solicitor / Applicant ✓
- Accident Victim ✓
- General Damage ✓
- Special Damage ✓
- Defendant ✓
- Insurer ✓
- Deputy**
- Confirmation

Deputy Particulars

For Individual, a Deputy has to be at least 21 years old.

Name

ID Type

Individual Non-Individual

Residential Status

Please select ▾

NRIC Number / Passport Number / UEN

41. Continue to enter the **Deputy Particulars** information.

Mobile Number Type
 Local Number Foreign Number

Mobile Number

Email Address

 Residential Address

Address Type
 Local Address Foreign Address

Postal Code

Blk/House Number

Street

Level

42. Upload the required Supporting Documents.

Please refer to Steps 25 – 26 (page 30 – 31) if you are unsure how to upload a document.

Verify the uploaded Supporting Documents.

AND

Click on the **Add** button.

Unit

Building

Correspondence Address

Different from Residential Address

Supporting Documents of Deputy

Order of Court on the Appointment of the Deputy

Back to Dashboard

43. Verify the added Deputy record.

Turn on the option **Add Deputy** to add more Deputy.

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MINISTRY OF LAW SINGAPORE Public Trustee's Office

Home NEW APPLICATION MY ACCOUNT

Welcome, Janice Lee Logout

Application for Motor Accident Compensation Settlement

1. Validation 2. Questionnaire 3. Application Form 4. Confirmation 5. Acknowledgement

- Solicitor / Applicant ✓
- Accident Victim ✓
- General Damage ✓
- Special Damage ✓
- Defendant ✓
- Insurer ✓
- Deputy**
- Confirmation

Deputy Particulars

No.	Name	ID Number	Address	Action
1	Deputy	D12345	102 MACKENZIE ROAD - SINGAPORE 228704	Action

Add Deputy



44. Select the **Mode of Payment**.

*Please refer to Steps 20 – 23
(page 25 – 28) regarding the
various payment mode.*

AND

Click on the **Proceed** button.

Payment

Mode of Payment

- GIRO
- Telegraphic Transfer
- Demand Draft
- NA

Back to Dashboard ← Back **2** Proceed →

45. In the **Personal Representative** page, enter the **Personal Representative Particulars** information.

Personal Representative page will be available if a Deputy has not been appointed for the accident victim which is indicated at the Accident Victim page.

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MINISTRY OF LAW Public Trustee's Office SINGAPORE

Home NEW APPLICATION MY ACCOUNT

Welcome, Janice Lee Logout

Application for Motor Accident Compensation Settlement

1. Validation 2. Questionnaire 3. Application Form 4. Confirmation 5. Acknowledgement

- Solicitor / Applicant ✓
- Accident Victim ✓
- General Damage ✓
- Special Damage ✓
- Defendant ✓
- Insurer ✓
- Personal Representative**
- Confirmation

Personal Representative Particulars

For Individual, a Personal Representative has to be at least 21 years old.

Name

ID Type

Individual Non-Individual

Residential Status

Please select

NRIC Number / Passport Number / UEN

46. Continue to enter the **Personal Representative Particulars** information.

Mobile Number Type
 Local Number Foreign Number

Mobile Number

Email Address

Relationship to Accident Victim

🏠 Residential Address

Address Type
 Local Address Foreign Address

Postal Code

Blk/House Number

Street

47. Select the **Mode of Payment**.

Please refer to Steps 20 – 23 (page 25 – 28) regarding the various payment mode.

AND

Upload the required Supporting Documents.

Please refer to Steps 25 – 26 (page 30 – 31) if you are unsure how to upload a document.

Level

Unit

Building

Correspondence Address

Different from Residential Address

Payment

Mode of Payment

PayNow

GIRO

Telegraphic Transfer

Demand Draft

NA

Supporting Documents

Identity Card / Passport of Personal Representative

1

48. Verify the uploaded Supporting Documents.
AND
Click on the **Add** button.

Supporting Documents

No.	Date	Document Type	Document Name	Action
1	16/11/2021	Identity Card / Passport of Personal Representative	Supporting Documents.pdf	Action ▼

✓ Identity Card / Passport of Personal Representative Upload Document

Ca 1 Add

49. Verify the added **Personal Representative** record.

Turn on the option **Add Personal Representative** to add more Personal Representative.

OR

Click on the **Proceed** button.

A Singapore Government Agency Website

MINISTRY OF LAW Public Trustee's Office SINGAPORE

NEW APPLICATION ▾ MY ACCOUNT ▾

Welcome, Janice Lee

Logout

Application for Motor Accident Compensation Settlement

1. Validation 2. Questionnaire 3. Application Form 4. Confirmation 5. Acknowledgement

Solicitor / Applicant ✓
Accident Victim ✓
General Damage ✓
Special Damage ✓
Defendant ✓
Insurer ✓
Personal Representative
Confirmation

Personal Representative Particulars

No.	Name	ID Number	Address	
1	Representative			Action ▾

Add Personal Representative

Back to Dashboard

← Back

1 → Proceed →

50. In the **Administrator / Executor** page, enter the **Administrator / Executor Particulars** information.

Administrator / Executor page will be available if Grant of Probate / Letter of Administration has been extracted for the deceased accident victim which is indicated at the Accident Victim page.

A Singapore Government Agency Website

MINISTRY OF LAW SINGAPORE Public Trustee's Office

Welcome, Janice Lee

NEW APPLICATION MY ACCOUNT Logout

Application for Motor Accident Compensation Settlement

1. Validation 2. Questionnaire 3. Application Form 4. Confirmation 5. Acknowledgement

- Solicitor / Applicant ✓
- Accident Victim ✓
- General Damage ✓
- Special Damage ✓
- Defendant ✓
- Insurer ✓
- Administrator / Executor**
- Confirmation

Administrator / Executor Particulars

For Individual, an Administrator / Executor has to be at least 21 years old.

Name

ID Type

Individual Non-Individual

Residential Status

Please select

NRIC Number / Passport Number / UEN

If you only know the year of birth ("YYYY"), please indicate the date of birth as 01/01/YYYY. (E.g. If you only know that the year of birth is 1939, please indicate the date of birth as 01/01/1939.)

51. Continue to enter the **Administrator / Executor Particulars** information.

Mobile Number Type
 Local Number Foreign Number

Mobile Number

Email Address

🏠 Residential Address

Address Type
 Local Address Foreign Address

Postal Code

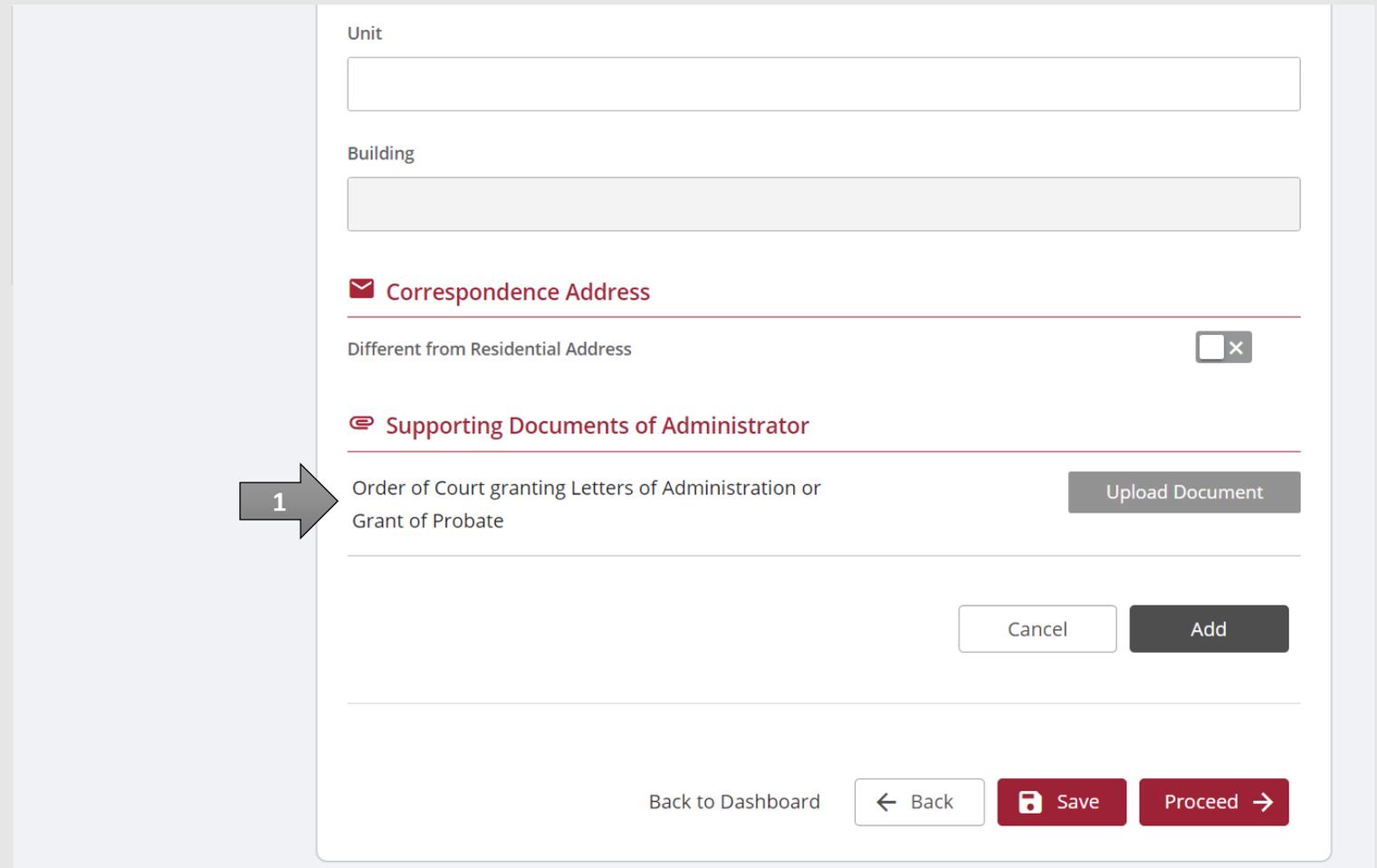
Blk/House Number

Street

Level

52. Upload the required Supporting Documents.

Please refer to Steps 25 – 26 (page 30 – 31) if you are unsure how to upload a document.



Unit

Building

✉ Correspondence Address

Different from Residential Address x

📎 Supporting Documents of Administrator

Order of Court granting Letters of Administration or Grant of Probate

Back to Dashboard

53. Verify the uploaded Supporting Documents.
AND
Click on the **Add** button.

Supporting Documents of Administrator

No.	Date	Document Type	Document Name	
1	16/11/2021	Order of Court granting Letters of Administration or Grant of Probate	Supporting Documents.pdf	Action ▾

✓ Order of Court granting Letters of Administration or Grant of Probate

Upload Document

Ca 1 → Add

Back to Dashboard ← Back Save Proceed →

54. Verify the added **Administrator / Executor** record.

Turn on the option **Add Administrator / Executor** to add more Administrator or Executor.

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MINISTRY OF LAW Public Trustee's Office SINGAPORE

Home NEW APPLICATION MY ACCOUNT

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Application for Motor Accident Compensation Settlement

1. Validation 2. Questionnaire 3. Application Form 4. Confirmation 5. Acknowledgement

- Solicitor / Applicant ✓
- Accident Victim ✓
- General Damage ✓
- Special Damage ✓
- Defendant ✓
- Insurer ✓
- Administrator / Executor**
- Confirmation

Administrator / Executor Particulars

No.	Name	ID Number	Address	
1	Administrator			Action

Add Administrator / Executor

If you only know the year of birth ("YYYY"), please indicate the date of birth as 01/01/YYYY. (E.g. If you only know that the year of birth is 1939, please indicate the date of birth as 01/01/1939.)

1

55. Select the **Mode of Payment**.

Please refer to Steps 20 – 23 (page 25 – 28) regarding the various payment mode.

AND

Upload the Supporting Documents.

Please refer to Steps 25 – 26 (page 30 – 31) if you are unsure how to upload a document.

Verify the uploaded Supporting Documents.

Click on the **Proceed** button.

The screenshot shows a web form with two main sections: 'Payment' and 'Supporting Documents'. The 'Payment' section has a title 'Payment' and a sub-section 'Mode of Payment' with four radio button options: 'GIRO', 'Telegraphic Transfer', 'Demand Draft', and 'NA'. The 'Supporting Documents' section has a title 'Supporting Documents' and a text input field with the placeholder text 'Front page of bank passbook / bank statement reflecting name and account number'. To the right of the input field is a grey 'Upload Document' button. At the bottom of the form, there are three buttons: 'Back to Dashboard', 'Back', and 'Proceed'. A red 'Proceed' button is highlighted with a grey arrow labeled '3'. Three grey arrows labeled '1', '2', and '3' point to the 'Mode of Payment' options, the 'Upload Document' button, and the 'Proceed' button respectively.

56. In the **Claimant** page, enter the **Claimant Particulars** information.

Claimant page will be available if Grant of Probate / Letter of Administration has not been extracted for the deceased accident victim which is indicated at the Accident Victim page.

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Home NEW APPLICATION MY ACCOUNT

Welcome, Janice Lee Logout

Application for Motor Accident Compensation Settlement

1. Validation 2. Questionnaire 3. Application Form 4. Confirmation 5. Acknowledgement

- Solicitor / Applicant ✓
- Accident Victim ✓
- General Damage ✓
- Special Damage ✓
- Defendant ✓
- Insurer ✓
- Claimant**
- Confirmation

Claimant Particulars

For Individual, a Claimant has to be at least 21 years old.

Name

ID Type

Individual Non-Individual

Residential Status

NRIC Number / Passport Number / UEN

57. Continue to enter the Claimant Particulars information.

Date of Birth

DD/MM/YYYY 

If you only know the year of birth ("YYYY"), please indicate the date of birth as 01/01/YYYY. (E.g. If you only know that the year of birth is 1939, please indicate the date of birth as 01/01/1939.)

Mobile Number Type

Local Number Foreign Number

Mobile Number

If Claimant does not have a mobile number, please provide the mobile number of the next of kin who can receive the messages on his / her behalf and thereafter alert the Claimant of the messages which may require his / her actions.

Email Address

email@address.com

Please provide a valid email address as sensitive information (e.g. payment details) would be sent to this email address. We would also be using this email address to correspond with the Claimant.

Relationship to Accident Victim

Please select 

Residential Address

Address Type

Local Address Foreign Address

Postal Code

58. Select the **Mode of Payment**.

*Please refer to Steps 20 – 23
(page 25 – 28) regarding the
various payment mode.*

Street

Level

Unit

Building

 **Correspondence Address**

Different from Residential Address 

 **Mode of Receiving Payment**

PayNow
 GIRO
 Telegraphic Transfer
 Demand Draft
 NA

59. Upload the required Supporting Documents.

Please refer to Steps 25 – 26 (page 30 – 31) if you are unsure how to upload a document.

1 Supporting Documents of Claimant

Identity Card / Passport of Claimant (e.g. NRIC / Passport)

[Back to Dashboard](#)

60. Verify the uploaded Supporting Documents.
AND
Click on the **Add** button.

Supporting Documents of Claimant

No.	Date	Document Type	Document Name	
1	17/11/2021	Identity Card / Passport of Claimant	Supporting Documents.pdf	Action ▼

✓ Identity Card / Passport of Claimant (e.g. NRIC / Passport) Upload Document

Ca 1 → Add

Back to Dashboard ← Back Save Proceed →

61. Verify the added **Claimant** record.

Turn on the option **Add Claimant** to add more Claimant.

OR

Click on the **Proceed** button.

1. Validation 2. Questionnaire 3. Application Form 4. Confirmation 5. Acknowledgement

Solicitor / Applicant ✓
Accident Victim ✓
General Damage ✓
Special Damage ✓
Defendant ✓
Insurer ✓
Claimant
Confirmation

Claimant Particulars

No.	Name	ID Number	Address	Action
1	Claimant			Action ▼

Add Claimant 1

If Claimant does not have a mobile number, please provide the mobile number of the next of kin who can receive the messages on his / her behalf and thereafter alert the Claimant of the messages which may require his / her actions.

Back to Dashboard ← Back **1** Proceed →

62. In the **Confirmation** page, review the information entered and click the **Edit** link if the record needs to be updated.

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Logout

Application for Motor Accident Compensation Settlement

1. Validation 2. Questionnaire 3. Application Form 4. Confirmation 5. Acknowledgement

Solicitor / Applicant ✓

Accident Victim ✓

General Damage ✓

Special Damage ✓

Defendant ✓

Insurer ✓

Deputy ✓

Confirmation

Solicitor / Applicant Particulars

1 [Edit](#)

Name of Law Firm

File Reference Number

Name of Solicitor / Applicant

Contact Number Type

Contact Number

Email Address

Capacity in which you are applying?

Suit Number (If suit field in relation to accident)

Previous Solicitor

No.	Name of Firm	Name of Solicitor	File Reference Number	Claiming Cost
1	A ALAGAPPAN & CO	Solicitor	AC	<input checked="" type="checkbox"/>

63. Continue to review the application information.

Click the **Edit** link if the record needs to be updated.

Accident Victim Particulars 1 [Edit](#)

Name
Residential Status
NRIC/ FIN / Passport Number
Date of Birth
Does the Accident Victim lack capacity within the meaning of section 4 of the Mental Capacity Act?
If yes, has a Deputy been appointed for the Accident Victim?
Mobile Number Type
Mobile Number
Email Address
Occupation

Residential Address
Address Type
Address

Correspondence Address
Different from Residential Address

Accident Details
Date of Accident
Vehicle Number

Payment
Mode of Payment

A SMS and email will be sent to this Victim to log in to give consent to receive the monies via PayNow.

64. Continue to review the application information.

Click the **Edit** link if the record needs to be updated.

Accident Victim Particulars 1 [Edit](#)

Name
Residential Status
NRIC/ FIN / Passport Number
Date of Birth
Does the Accident Victim lack capacity within the meaning of section 4 of the Mental Capacity Act?
If yes, has a Deputy been appointed for the Accident Victim?
Mobile Number Type
Mobile Number
Email Address
Occupation

Residential Address
Address Type
Address

Correspondence Address
Different from Residential Address

Accident Details
Date of Accident
Vehicle Number

Payment
Mode of Payment

A SMS and email will be sent to this Victim to log in to give consent to receive the monies via PayNow.

65. Continue to review the application information.

Click the **Edit** link if the record needs to be updated.

Accident Victim Particulars 1 [Edit](#)

Name
Residential Status
NRIC/ FIN / Passport Number
Date of Birth
Does the Accident Victim lack capacity within the meaning of section 4 of the Mental Capacity Act?
If yes, has a Deputy been appointed for the Accident Victim?
Mobile Number Type
Mobile Number
Email Address
Occupation

Residential Address
Address Type
Address

Correspondence Address
Different from Residential Address

Accident Details
Date of Accident
Vehicle Number

Payment
Mode of Payment

A SMS and email will be sent to this Victim to log in to give consent to receive the monies via PayNow.

66. Continue to review the application information.

Click the **Edit** link if the record needs to be updated.

Supporting Documents of Accident Victim

Date	Document Type	Document
15/11/2021	Identity Card / Passport of Accident Victim	Supporting Documents.pdf
15/11/2021	Agreed Party-and-Party Costs and Disbursement	Supporting Documents.pdf
15/11/2021	Order of Court	Supporting Documents.pdf

General Damages



No.	Description	Amount before Liability (S\$)	Percentage of Liability conceded on part of Accident Victim	Amount after Liability (S\$)
1	General Damage	100.00	80.00	20.00

Total Amount Before Liability (S\$) S\$ 100.00

Total Amount After Liability (S\$) S\$ 20.00

Percentage of Liability conceded on the part of Accident Victim (%) 80.00

67. Continue to review the application information.

Click the **Edit** link if the record needs to be updated.

Special Damages 1  Edit

Amount before Liability (S\$)	100.00
Amount after Liability (S\$)	20.00
Interest Claimed for Special Damage (S\$)	S\$ 100.00

Interest Payable Details

No.	Date of Interim Payment	Amount (S\$)
1	04/11/2020	100.00

Total Interim Paid (S\$) S\$ 100.00

Defendant Particulars 1  Edit

No.	Name	ID Number	File Reference Number	Name of Law Firm
1	Defendant	P12345	AC12345	A ALAGAPPAN & CO

68. Continue to review the application information.

Click the **Edit** link if the record needs to be updated.

Insurer Particulars



No.	Name	File Reference Number
1	Insurer	AC-000001-2021

Deputy Particulars



No.	Name	ID Number	Address
1	Deputy	D12345	102 MACKENZIE ROAD - SINGAPORE 228704

69. Continue to review the application information.

Click the **Edit** link if the record needs to be updated.

Personal Representative Particulars



No.	Name	ID Number	Address
1	Representative	PR12345	72A PECK SEAH STREET - SINGAPORE 079329

Administrators / Executors Particulars



No.	Name	ID Number	Address
1	Administrator	FP123123	151 CHIN SWEE ROAD - MANHATTAN HOUSE SINGAPORE 169876

70. Continue to review the application information.

Click the **Edit** link if the record needs to be updated.

Claimant Particulars 1   Edit

No.	Name	ID Number	Address
1	Claimant	PP	133 CECIL STREET - KECK SENG TOWER SINGAPORE 069535

71. After reading the information, turn on the option to make the declaration.

AND

Click on the **Proceed** button.

The screenshot shows a web form titled "Declaration". It contains two numbered paragraphs of text. Below the text is a checkbox labeled "I consent". A grey arrow with the number "1" points to the checkbox. At the bottom of the form, there are two buttons: "Back to Dashboard" and "Proceed". A grey arrow with the number "2" points to the "Proceed" button.

Declaration

1. I declare that all information and documents that I have provided are true, accurate and complete to the best of my knowledge and belief. I have provided such information and documents knowing that the Public Trustee and/or his officers will use, and rely on, the same to perform their duties.
2. I understand that I may be committing an offence of giving false information to a public servant and thereby liable to prosecution under Section 182 of the Penal Code (Cap. 224) for any false declaration and/or material omission. The offence is punishable on conviction with imprisonment for a term of up to two years or a fine or both.

I consent

Back to Dashboard

72. For application with payment, enter the **Email Address** and select the **Payment Method**.

AND

Click on the **Pay** button to proceed.

The screenshot shows the 'Online Payment Service' page. At the top, there is a navigation bar with the Ministry of Law logo and a search bar. Below this is a table titled 'Transaction Details' with the following data:

S/N	Transaction Number	Currency Type	Amount	Created Date (DD/MM/YYYY)
1	[REDACTED]	SGD	[REDACTED]	[REDACTED]

Below the table is a section for 'Payment Status Notification (for VISA/MasterCard/eNETS)'. It contains an 'Email Address' input field with a red note below it: '(To receive payment status after submission, please provide a valid email address)'. A grey arrow labeled '1' points to this field.

The 'Payment Methods' section has two radio button options:

- For VISA/MasterCard Credit and Debit cards. A grey arrow labeled '2' points to this option.
- For customers with Internet Banking account from DBS/POSB, Citibank, OCBC/Plus or UOB.

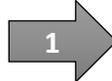
At the bottom right of the form is a red 'Pay' button with a grey arrow labeled '3' pointing to it.

At the bottom of the page, there is a footer with links: Report Vulnerability, Privacy Statement, Terms & Conditions, Terms of Use, Rate This E-Service, and a copyright notice: © 2021 Government of Singapore.

73. Enter **Payment Methods** information.

AND

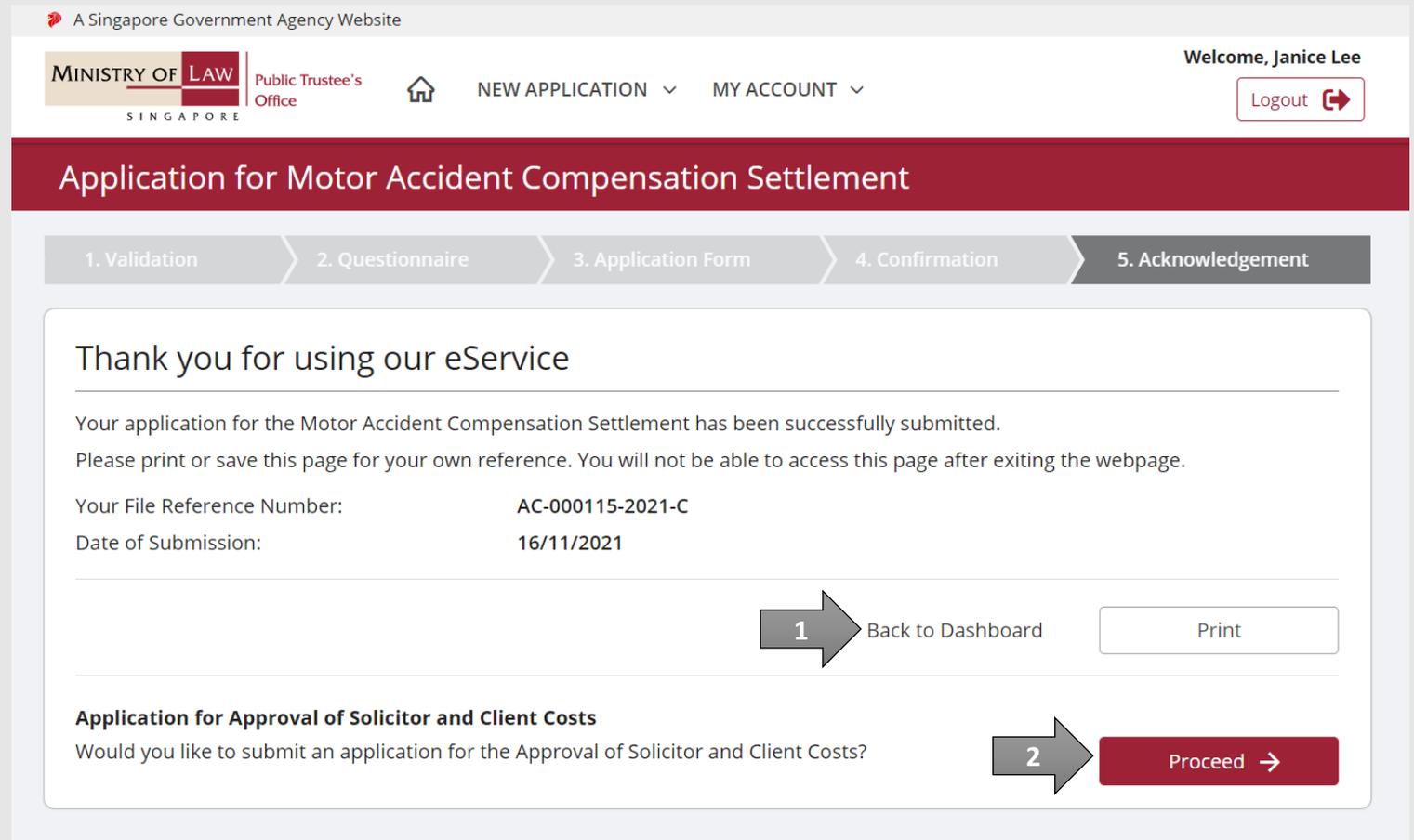
Click on the **Submit** button.

Display Name Merchant Reference Code Nets Reference Code Amount	
<h3>Payment Methods</h3>	
	
Name on Card	<input type="text"/>
Card Number	<input type="text"/>
CVV/CVV2	<input type="text"/>
Expiry Date	Month <input type="text"/> Year <input type="text"/>
Email (Optional)	<input type="text"/>
	 <input type="button" value="Submit"/> <input type="button" value="Cancel"/>

74. Click on the **Print** button to view the PDF document of the submitted application. Please save/print a copy of the submitted application as it will not be retrievable.

You may also click on the **Back to Dashboard** button for the other E-Services.

If you would like to submit an application for the Approval of Solicitor and Client Costs, click on the **Proceed** button. This option will be available if Date of Judgement / Settlement is on or after 1 Aug 2014 and Accident Victim is represented by a Solicitor.



A Singapore Government Agency Website

MINISTRY OF LAW SINGAPORE Public Trustee's Office

Welcome, Janice Lee

Logout

Application for Motor Accident Compensation Settlement

1. Validation 2. Questionnaire 3. Application Form 4. Confirmation 5. Acknowledgement

Thank you for using our eService

Your application for the Motor Accident Compensation Settlement has been successfully submitted.
Please print or save this page for your own reference. You will not be able to access this page after exiting the webpage.

Your File Reference Number: AC-000115-2021-C
Date of Submission: 16/11/2021

1 Back to Dashboard Print

Application for Approval of Solicitor and Client Costs
Would you like to submit an application for the Approval of Solicitor and Client Costs?
2 Proceed