

1) Bankruptcy Application (BA)

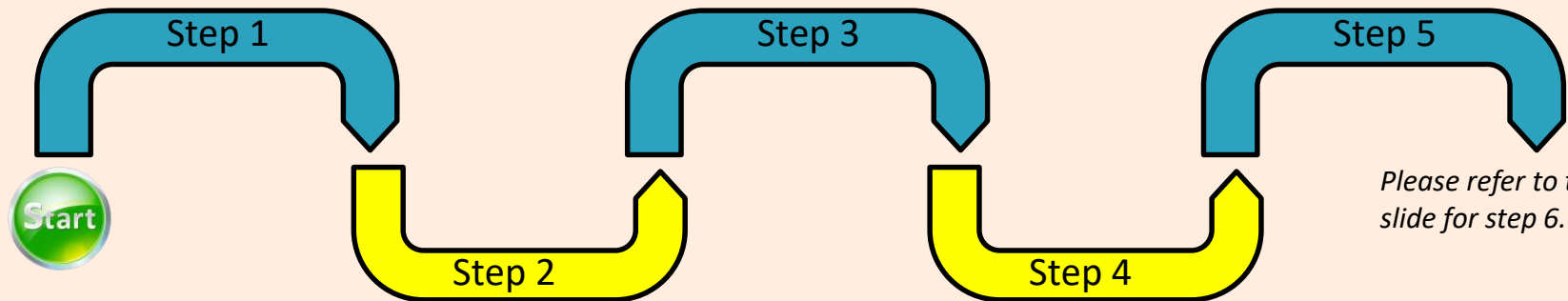
- Debtor/Creditor files a BA at Supreme Court
- Payment: \$1,850 (by applicant) at SingPost counters
- Debtor attends Hearing, case is adjourned for DRS assessment
- If case is **not suitable for DRS** (i.e. debt size is more than \$150,000), proceed to step 3

3) Resume of Adjourned Hearing

- Debtor adjudged a bankrupt
- Debtor will be informed by the Court if the OA or a Private-Trustee-in-Bankruptcy ("PTIB") is appointed as the administrator of his/her bankruptcy estate

5) Determination of MC & TC by PTIB/OA

- The PTIB/OA will determine the Monthly Contribution ("MC") and Target Contribution ("TC") based on the Statement of Affairs and supporting documents furnished by the bankrupt
- You are required to attend the MC & TC appointment by the PTIB/OA upon the determination of your MC & TC plan
- If you require to open a bank account, please submit the [Bank Application form](#) online for the OA's approval.



2) DRS Prelim Assessment

- Debtor failed the prelim assessment and deemed not suitable for DRS
- Debtor issued with a Certificate of non-qualification for DRS by the Official Assignee ("OA")

4) Filing of Statement of Affairs

- Bankrupt is required to file his/her Statement of Affairs via [Insolvent Person's Portal](#)
- Bankrupt is required to provide any supplementary information/documents (i.e. CPF statements, Income Tax statements, Employment Contract, Payslips, rental tenancy agreement etc)
- **If assistance is required, bankrupts can visit the MinLaw Service Centre where there are ehelpers to assist with a range of services, which include filing of documents, at an affordable fee (see [Price List](#))**
- Your administration date will be the date where your Statement of Affairs has been accepted by your administrator

7) Non-Compliance of OA's/PTIB's direction

- Failure to comply with the directions from the PTIB/OA may result in penalties/prosecution
- [Responsibilities and Rights of a Bankrupt](#)

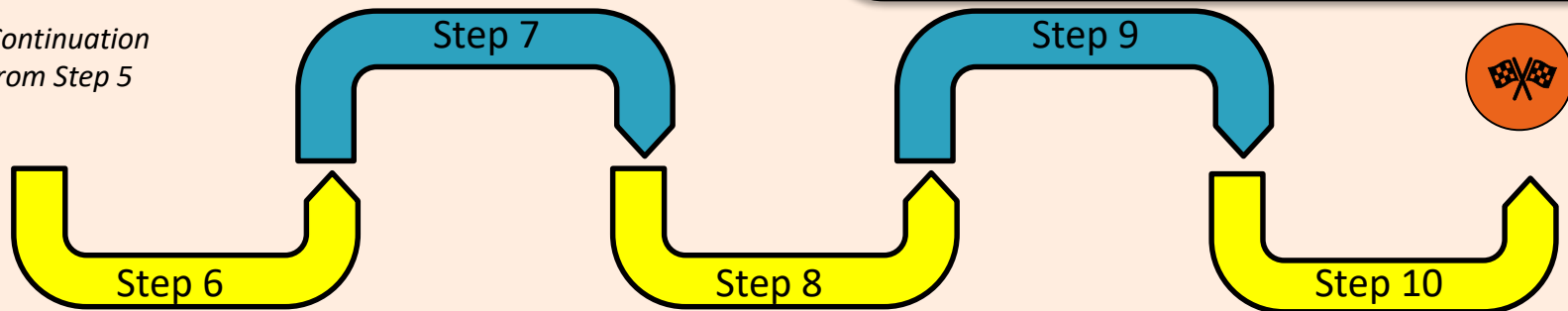
9) Meeting the Target Contribution "TC"

- PTIB/OA may take **up to 8 months** to process your discharge from bankruptcy **once your TC is met**. However, your tenure in bankruptcy may be extended if an Unauthorised Travel offence is committed.

Objections raised by your creditors

- For cases where TC is met between 3rd and 5th year in bankruptcy (or 7th year for a repeat bankrupt), any objections raised will be assessed by the PTIB/OA.
- For cases where TC is met after 5th year (or 7th year for a repeat bankrupt), creditors may only object to the discharge application at the High Court.

Continuation
from Step 5



6) Bankruptcy Administration

- The PTIB/OA will realise all your assets (i.e. Local and Overseas)
- Bankrupts may submit an application via [Insolvent Person's Portal](#) for the following:
 - Travel Application
 - HDB Application (more than \$500,000)
 - Directorship/Manage a business application
- All bankrupts are required to file the Statement of Moneys and Property Received (biannually/annually)

8) Legal Proceedings (i.e. divorce, damages etc)

- If there is a pending/new legal proceedings commenced by/against a bankrupt, save for divorce proceedings, he/she should seek a sanction from the OA before he/she can commence, continue or defend himself/herself in the said proceedings
- For parties commencing a suit against a bankrupt, you are required to apply for Leave of Court to commence, continue or defend a proceedings against or from a bankrupt

10) Discharge from Bankruptcy

- The PTIB/OA will issue a Certificate of Discharge by the Official Assignee or may apply to Court for an order of discharge upon conclusion of your bankruptcy administration
- You will be notified of the discharge application by the PTIB/OA in due course