

Drop and Go Service for Debtor's Bankruptcy Applications

A quick-reference checklist and fee guide for a debtor's own bankruptcy application.

Things to note:

1. **Fill in the forms.** Complete and print all your documents before your visit.
2. **Get Forms PIR-10 and PIR-12 witnessed and signed** by a Commissioner for Oaths (CFO).
3. **Use our Drop and Go service.** Arrive at the Supreme Court Service Bureau with all your documents ready, hand them in at the counter, and leave without waiting.

Checklist

Tick each item as you prepare it, then bring the complete set with you.

FORMS TO COMPLETE

All forms must be typed. Only Form PIR-11 may be handwritten.

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|--------------------------|--|---------------------------|
| ☐ | 1 Service Bureau Bankruptcy Application Form | |
| ☐ | 2 Form PIR-10: Affidavit in Support of Debtor's Bankruptcy Application | Witnessed & signed by CFO |
| ☐ | 3 Form PIR-11: Statement of Affairs | |
| ☐ | 4 Form PIR-12: Affidavit Verifying Statement of Affairs | Witnessed & signed by CFO |

SUPPORTING DOCUMENTS TO BRING

A **PTIB (Private Trustee in Bankruptcy)** is the licensed professional you nominate to manage your bankruptcy. You must get their written consent before you file.

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|--------------------------|---|
| ☐ | Nominated PTIB's Consent to Act |
| ☐ | Copy of the nominated PTIB's practising licence |
| ☐ | Receipt for payment of the bankruptcy deposit |

Please turn over → for the fees you can expect to pay. Full guide and forms:
go.gov.sg/sbfiling-bankruptcy

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Estimate your fees

The example below shows how the fees add up, so you can estimate what you will pay.

DOCUMENT	PAGES*	COURT FEE	TRANSM.	BUREAU	SUBTOTAL
Originating Application Form PIR-9: Debtor's Bankruptcy Application	3	\$60.00	\$2.40	\$4.00	\$66.40
Affidavit in Support Form PIR-10	3	\$1.00	\$2.40	\$4.00	\$7.40
Statement of Affairs Form PIR-11	18	\$5.00	\$14.40	\$4.00	\$23.40
Affidavit Verifying Statement of Affairs Form PIR-12	1	\$1.00	\$0.80	\$4.00	\$5.80
Consent to Act Nominated PTIB	1	\$10.00	\$0.80	\$4.00	\$14.80
Estimated total — for this example only					\$117.80

* **The page counts above are examples only.** They are there to show how the fees add up. Your own documents will have a different number of pages, so your total will be different.

How this is worked out: Court fees and the \$4.00 Service Bureau fee per document are fixed. Transmission costs \$0.80 per page. Final charges are confirmed at the counter.

Paid separately: the \$1,850 bankruptcy deposit is paid to the Official Assignee. It is not a Service Bureau fee.

Get the forms

Scan the QR code for the full Bankruptcy filing guide.

go.gov.sg/sbfiling-bankruptcy

