



FOR CLAIMANTS

The Law Society of Singapore (“the Law Society”) manages the administration of the Unclaimed Money Fund (“UMF”), which holds unclaimed client money for the purposes of returning it to those who are entitled to receive it. For more information on the UMF, please email umf@lawsoc.org.sg.

1) What is unclaimed client money?

In the course of client engagements, solicitors or Singapore law practices will receive money to hold on behalf of their clients. The money remains in the client account until it is paid out based on the client’s instructions or returned to the client.

However, there may be occasions when the client money is left unclaimed in a client account. For example, the client has changed his or her contact details without notifying the solicitor or Singapore law practice; or where the client moves overseas and becomes uncontactable, and the solicitor or Singapore law practice has no other means of returning the money to the client. In such cases, the money goes unclaimed and remains with the solicitor or Singapore law practice, until it can be returned to the client.

2) What happens to the unclaimed client money in the UMF?

The Law Society may, among other things, use the money to fund pro bono services provided by the Law Society or its wholly-owned subsidiary, as prescribed under the relevant legislation. This will allow the money to be applied towards the public good.

3) How do I know if I should make a claim?

If you have paid money to a solicitor or Singapore law practice and after completing the legal work for you, the solicitor or Singapore law practice was unable to locate you to return any balance of the monies, these monies may have been transferred to the UMF.

If the monies have been transferred to the UMF and you wish to claim the monies, you will need to complete the Application Form for Claimants (Form 3) and provide the relevant supporting documents for the Law Society to process your claim.

Alternatively, you may also wish to contact the solicitor or Singapore law practice in charge of your matter for further information.

4) How do I make a claim?

You are required to obtain a court order or make a statutory declaration which states the amount of money that has been paid by the solicitor or Singapore law practice into the UMF, and which should be paid to you as the claimant.

In addition, you must complete Form 3, which is available on the Law Society’s website, with the following information:

- Full name, address, contact details and NRIC/FIN/Passport number;
- Information on the solicitor or Singapore law practice in charge of your matter;
- The amount of money that you are claiming; and
- Reason(s) why the money was left unclaimed.

Please submit the signed, original application form, original court order or statutory declaration, and any relevant supporting documents by mail or in person to the following address:

The Law Society of Singapore
28 Maxwell Road, #01-03 Maxwell Chambers Suites
Singapore 069120

5) What happens after I make a claim?

The Law Society will review your application and notify you in writing of the Law Society's decision on your application.

6) Is there a time limit for when I can bring a claim?

If the statutory requirements are met, the Law Society will be able to return the transferred unclaimed client money if an application is made within 6 years after the date. You will be notified in writing of the Law Society's determination on whether your application has satisfied the requirements for the payment of transferred unclaimed client money.

However, if an application is made beyond the 6-year period, the Law Society may make payments strictly on a discretionary, case-by-case basis. You should write in to the Law Society with the particulars of, and reasons for, the delayed application. You will be notified in writing of the Law Society's decision on whether or not payment of the transferred unclaimed client money will be made.

7) Am I entitled to be paid interest on the amount that was transferred to the UMF?

No interest on any unclaimed client money that was transferred to the UMF is payable by the Law Society to a claimant.

8) I would like to make a claim but I have some questions. Who do I contact for more information?

Please contact the Law Society by email at umf@lawsoc.org.sg.