

Malaysian Communications and Multimedia Commission

Guidelines for Dispute Resolution

Form 2 – Statement of Case

Claim No:

Between

.....
("the Claimant")

and

.....
("the Respondent")

Note for the Claimant:

You are required to file with the Commission this Statement of Case (Form 2) by delivering the same by hand or by A.R. Registered Post to **The Chairman, Malaysian Communications and Multimedia Commission, Level 11, Menara Dato' Onn, PWTC, Jalan Tun Ismail, 50480 Kuala Lumpur. Attention: Consumer Protection Department** within 14 days from together with the following documents:-

1. A copy of all related documents relied upon to prove the claim; and
2. The duly sworn statements by witnesses, if any, relied upon to prove the claim.

Note for the Respondent:

Upon your receipt of this Statement of Case (Form 2) from the Commission, you are to complete the Statement of Reply (Form 3) enclosed herewith and file the same with the Commission within the time, in the manner and at the address as provided in the Instructions to Respondent attached to the said Form 3.

Dated thisday of20.....

.....
Signatory (Commission)

Malaysian Communications and Multimedia Commission

Guidelines for Dispute Resolution

Form 2 – Statement of Case

Claim No:

1. Particulars of the Claimant

Name:

Company Registration No:

Registered address (where applicable):

Business address (if different from registered address):

2. Particulars of the Respondent

Name:

Company Registration No:

Registered address (where applicable):

Business address (if different from registered address):

3. Point(s) at issue

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4. Remedy sought

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5. Supporting documents (if any)

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6. Supporting written statements (if any)

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Date

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Signature of Claimant
(To affix company chop where relevant)

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Date of filing

.....
Acknowledgement

Statement of Case (Form 2) - Instructions to the Claimant

3. This Form 2 may be attached to Form 1.
4. The Claimant shall fill in his/her name in full and new identity card number in the column provided. In the case of body corporate, the Claimant shall provide the registered company name and number.
5. The Claimant shall fill in the name of the Respondent in full and the Respondent's address in the column provided.
6. The Claimant shall provide a statement of facts supporting the claim in the column provided. The Claimant may also state point at issue or contention in supporting the claim in the column provided.
7. The remedy or relief sought by the Claimant should be stated in the column provided.
8. The Claimant should endeavour to provide a copy of all related documents relied upon to prove the claim. The documents should be listed in the column provided and shall be annexed to this Form at the time of filing.
9. If the column space provided is insufficient, please continue on a separate sheet of paper and write "see overleaf". Any separate sheet of paper used should be attached to this Form.
10. The Claimant is also required to submit the sworn statements by witnesses, if any, relied upon to prove the claim together with this Form.
11. The Claimant shall sign this Form personally or in the case of a corporate body, this Form shall be signed by a director or an officer of the company who is duly authorised to do so.
12. Having completed this Form, the Claimant shall file this Form at the Commission's office or deliver by A.R. Registered Post to **The Chairman, Malaysian Communications and Multimedia Commission, Level 11, Menara Dato' Onn, PWTC, Jalan Tun Ismail, 50480 Kuala Lumpur. Attention: Consumer Protection Department.**
13. The Claimant or in the case of a body corporate, its representative, shall be present for any meeting or hearing called by the Commission.