

FORM 5
表格五
SMALL CLAIMS TRIBUNAL ORDINANCE
小額錢債審裁處條例
(Chapter 338)
(第 338 章)
SUMMONS TO WITNESS
證人傳票

Claim No.: SCTC
申索書編號:

Between Claimant(s) 申索人

and 及

Defendant(s) 被告人

To: (a)

致: (a)

YOU ARE HEREBY SUMMONED to attend at Court No. , Floor, Tower B/A, West Kowloon Law Courts Building, 501 Tung Chau Street, Sham Shui Po, Kowloon on day, the day of 20 at o'clock in the fore/after noon and so from day to day, until the proceedings are heard, to give evidence in the above claim *and also bring with you and produce the several documents hereunder specified:

現傳召你於 20 年 月 日(星期) 上/下午 時 分前往九龍深水埗通州街 501 號西九龍法院大樓B/A 座 樓 號法庭，並於以後每日前往該地點，直至聆訊完畢為止，以便就上述申索作證，*你亦須攜備及交出下列各項文件：

[Here insert list of documents required to be produced.]

[在此開列須交出的文件]

In default of your attendance you will be liable for forfeit a fine not exceeding level 2 if there was paid or tendered to you at the time of service of this summons a reasonable sum in respect of your expenses including any loss of salary or wages. 如在此傳票送達時，曾有人就你的開支(包括薪金或工資損失)向你付給或提供一筆合理款項，而你不出席聆訊，則可被處以不高於第 2 級的罰款。

Dated this day of 20
日期: 20 年 月 日

.....
Registrar
司法常務官
L.S.
(蓋印處)

Sum to be paid or tendered to witness \$

付給或提供給證人的款項為 \$.....。

(b) This summons was served by me onby
means ofon theday of
20.....

(b) 本人已將此傳票於 20.....年.....月.....日，以.....方
式送達.....。

.....
(Signature of recipient of summons, if obtained)
(傳票收件人簽署，如取得其簽署的話)

.....
(Signature of process server)
(法律程序文件送達人簽署)

*Delete if witness not required to produce documents.

*如證人無須交出文件，請刪去。

- Note: (a) Insert name of person to be served.
註: (a) 填上傳票所須送達的人的姓名。
(b) Service to be effected in accordance with the Small Claims Tribunal (General) Rules (Cap.338 sub. Leg. A)
(b) 傳票的送達須按照《小額錢債審裁處(一般)規則》(第 338 章，附屬法例 A)所規定的方式完成。