



# APPLICATION FORM FOR INTERBANK GIRO

## 银行财路申请表格

5 Lor 29 Geylang Singapore 388060, Tel 6746 7582 Fax No: 6842 6656

### DONATION / 捐款

#### PART 1 : FOR APPLICANT'S COMPLETION ( fill in the spaces indicated with ✓ )

申请者填写 (申请者请将 ✓ 填满)

Date / 日期:

✓ \_\_\_\_\_

Name of Billing Organisation ("BO"):

**Sagaramudra Buddhist Society**

To: My / Our Bank ("Bank") :

**Oversea-Chinese Banking Corporation Ltd (OCBC)**

Billing Organisation's Customer's Reference No:

✓ \_\_\_\_\_

Payment limit (Maximum amount to be deducted per Transaction) / 款额:NOTE

✓ \_\_\_\_\_

Expiry date of this authorisation:NOTE

✓ \_\_\_\_\_

- (a) I/We hereby instruct the Bank to process the BO's instructions to debit my/our account.
- (b) The Bank is entitled to reject the BO's debit instruction if my/our account does not have sufficient funds and charge me/us a fee for this. The Bank may also at its discretion allow the debit even if this results in an overdraft on the account and impose charges accordingly.
- (c) This authorisation will remain in force until
  - i. the Bank's written notice sent to my/our address last known to the Bank;
  - ii. upon the Bank's receipt of my/our written revocation; or
  - iii. upon the Bank's receipt of the notice of expiry from BO.

NOTE: BOs should print and make clear whether this option is applicable or available to their customers.

My/Our Name / 申请者英文姓名:

✓ \_\_\_\_\_

My/Our Contact (Tel/ Mobile/ Fax) Number(s) / 联络号码:

✓ \_\_\_\_\_

My/Our Account Number / 银行户口号码:

✓ \_\_\_\_\_

My/Our Company Stamp/Signature(s)/Thumbprint(s) \* / 公司印章、签名、指模\*:

✓ \_\_\_\_\_

(As in Financial Institution's record)

Your Bank Name / 银行名字: ✓ \_\_\_\_\_

Donation Period / 捐款间隔 :  Monthly / 每月  Yearly / 每年

Donation Type / 捐款种类 :  General Donation / 乐捐  Lamp Offering / 点灯

\*please tick ✓  Others / 其它: \_\_\_\_\_

#### PART 2 : FOR BILLING ORGANISATION'S COMPLETION

SWIFT BIC	Billing Organisation's Account No.
7 3 3 9	5 0 9 0 7 7 8 8 9 0 0 1

Billing Organisation's Customer's Ref No.

SWIFT BIC	Account No. To Be Debited

#### PART 3 : FOR FINANCIAL INSTITUTION'S COMPLETION

To: BILLING ORGANISATION

This Application is hereby REJECTED (please tick) for the following reason(s):

- Signature/Thumbprint # differs from financial Institution's records
- Signature/Thumbprint # incomplete/unclear#
- Account operated by signature/thumbprint#
- Wrong account number
- Amendments not countersigned by customer
- Others: \_\_\_\_\_

\_\_\_\_\_  
Name of Approving Officer

\_\_\_\_\_  
Authorised Signature

\_\_\_\_\_  
Date

\* For thumbprints, please go to the branch with your identification.

# Please delete where inapplicable

GIRO is a convenient, cashless mode of payment. To help you better understand the GIRO payment method, here are some answers to the most frequently raised questions on GIRO:

**When will the GIRO deduction be made?**

A deduction will only be made from your bank account on the **22th – 24th** of each month. The amount deduction will be reflected in your bank statement and monthly bills.

**What happens if there are insufficient funds in my bank account?**

We will send you a letter to inform you to pay by other ways. However, you should still maintain sufficient funds in your bank account for the subsequent due date. We will terminate your GIRO if we are unable to make GIRO deductions after **2** consecutive attempts. Please note that **some banks do charge a service fee for unsuccessful GIRO deduction due to insufficient funds.**

**Can I set a payment limit on my GIRO deduction?**

Yes, you can, but you should ensure that the limit is sufficient to pay for all charges for subscriptions and any other services, including GST. If the amount on your bill exceeds the limit, no deduction will be made from your bank account. You will then need to pay your bill by cash/cheque/NETS or any electronic payment means before the due date.

**Can I stop GIRO payment on a particular bill?**

Yes, you can by calling us at **67467582** but you will need to give us at least **14** working days before the next deduction date. You should also inform your bank to stop GIRO payment.

**What happens to my GIRO arrangements that are no longer used?**

You should review all you GIRO arrangements periodically and terminate those arrangements that are no longer required with your bank.



Sagaramudra  
Buddhist Society  
海印学佛会

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**Sagaramudra Buddhist Society**  
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