

**APPLICATION FOR INTERBANK GIRO**

- i) Please complete Part 1 and return this form to us
- ii) Please allow a processing time of 4 to 6 weeks before the commencement of Interbank Giro
- iii) Please be advised that until you receive our written confirmation on the commencement of direct debit from your account through the Interbank Giro, you are required to remit the instalments due directly to us

**Part 1 : For Applicant's Completion (Fill in the spaces indicated with (✓))**

Date:	Name of Billing Organisation "BO"
✓ _____	<u><b>SINGAPURA FINANCE LTD</b></u>
To : Name of Financial Institution	Billing Organisation's Customer's Name
✓ _____	✓ _____
Branch	Billing Organisation's Customer's Reference Number
✓ _____	✓ _____

(a) I/We hereby instruct you to process the BO's instructions to debit my/our account.  
 (b) You are entitled to reject the BO's debit instruction if my/our bank account does not have sufficient funds and charge me/us a fee for this. You may also at your 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 terminated by your written notice sent to my/our address last known to you or upon receipt of my/our written revocation through the BO.

My/Our Name(s) (Account Holder's Name):	My/Our Contact (Tel/Fax) Number(s)/E-mail address
✓ _____	✓ _____
My/Our Bank SWIFT BIC:	My/Our Company Stamp/Signature(s) Thumbprint(s)**:
✓ _____	_____
My/Our Bank Account No:	(As in Financial Institution's records)
✓ _____	** For thumbprints, please go to the branch with your identification

**Part 2 : For Billing Organisation's Completion**

Billing Organisation's Account No.	Billing Organisation's Bank SWIFT BIC
5 0 1 8 3 1 5 6 4 0 0 1	OCBCSGSGXXX
Billing Organisation's Customer's Ref No.	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):

<input type="checkbox"/> Signature/Thumbprint* differs from Financial Institution's records	<input type="checkbox"/> Wrong account number
<input type="checkbox"/> Signature/Thumbprint* incomplete/unclear*	<input type="checkbox"/> Amendments not countersigned by applicant
<input type="checkbox"/> Account operated by signature/thumbprint	<input type="checkbox"/> Others : _____

\*Please delete where inapplicable

_____ Name of Approving Officer	_____ Authorised Signature and Stamp of Financial Institution	_____ Date
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**IMPORTANT NOTICES:**

- 1) The estimated processing time for GIRO is 4 – 6 weeks from the date of disbursement of the loan to approval from your bank. Until you receive **our written confirmation** on the commencement date of the GIRO, please make payment either by AXS, cheque via post or by cheque/cash at any of our customer centres listed below
- 2) Deduction from your bank account will be made on the due date. If the due date falls on a weekend or public holiday, the deduction will be effected on the **prior working day**, Please ensure that there are sufficient funds in your bank accounts on the deduction dates to meet the payment
- 3) No receipt will be issued for payment via GIRO
- 4) A rejection service fee of \$20.00 will be charged if the deduction is not successful. In addition, until the payment is received by us, late payment interest at the contracted rate will be imposed until payment of the unsuccessful instalment is received
- 5) A second deduction will be made if the first deduction for the month is unsuccessful. Depending on your loan's due date, the second deduction may be on the, 11<sup>th</sup>, 21<sup>st</sup> or the last day of the month or the 1<sup>st</sup> of the following month.
- 6) For enquiries on the status of your GIRO application and payment, please contact us at Tel: 6880 0640/0649

**Location of Singapura Finance's Customer Centres:**

<b>City HQ</b>	150 Cecil St #01-00 Singapore 069543	Tel: 6880 0633
<b>East Coast</b>	212 East Coast Rd Singapore 428911	Tel: 6348 8262
<b>Ang Mo Kio</b>	Blk 711 Ang Mo Kio Ave 8 #01-3501D Singapore 560711	Tel: 6458 4222
<b>Bedok</b>	Blk 202 Bedok North St 1 #01-473 Singapore 460202	Tel: 6445 8011
<b>Jurong Gateway</b>	130 Jurong Gateway Road #01-227 Singapore 600130	Tel: 6467 1918
<b>Serangoon</b>	Blk 101 Tower Rd #01-230 Singapore 322101	Tel: 6299 8855
<b>Woodlands</b>	Blk 302 Woodlands Street 31 #01-271 Singapore 730302	Tel: 6368 0113

**Opening hours:**

All Customer Centres except Ang Mo Kio & Bedok Customer Centres:

Monday to Friday: 9.00 am to 4.30 pm  
Saturday: 9.00 am to 12 noon

Ang Mo Kio, Jurong Gateway & Bedok Customer Centres:

Monday to Friday: 10.00 am to 5.30 pm  
Saturday: 9.00 am to 12 noon

Closed on Sunday and Public Holidays