

**INTERBANK GIRO FOR DIRECT CREDIT AUTHORISATION FORM****GIRO**
The better way**Instructions :**

- 1 Please complete Part 1 and forward this form to your Bank for verification.
- 2 Please ensure that Part 2 is completed by your Bank before sending the **original** form to ITE at the following address :

Institute of Technical Education (HQ)
2 Ang Mo Kio Drive, 6th Level, Block A
Singapore 567720
Attn : Financial Administration Officer 2

- 3 Please let us know 1 month in advance should there be a change of your bank account.

PART 1: To be completed by Applicant

Name & Address of Supplier / *Student

***To be completed by Student**

College Name : _____ Class Advisor/
Teacher-In-Charge : _____
Class : _____

GST Registration No									

Supplier RCB No. / RCS / UEN No. / NRIC No.									

(e.g. 200101234A)

Student NRIC / FIN No.									

(e.g.S1234567A, F9876543Z)

Tel No.

Fax No.

Email Address

I/We hereby authorise ITE to credit payments due to me/us through Interbank GIRO to the bank account stated below and agree that the amounts credited constitute valid discharge of obligations due to me/us.

Bank Code	Branch Code	Bank A/c No. To Be Credited

Name of Bank and Branch

Bank Account Name

Signature(s) of Bank Account as in Bank records_____
Company Stamp_____
Date**PART 2 : To be completed by Account Holder's Bank**

We confirm that the above bank account particulars are correct.

Authorised Signature, Name
& Bank Stamp_____
Tel No._____
Date**(For Official Use)****PART 3 : To be completed by ITE Requestor (where applicable)**

Requestor Name : _____ Dept : _____ Tel No. : _____ Date : _____

PART 4 : To be completed by ITE FA Dept

Entered By & Date : _____ Checked By : _____ Approved By : _____