

## INTER-BANK GIRO – DIRECT CREDIT AUTHORISATION FORM

This form is to be completed by the supplier of the National Council of Social Service. Payment will be credited directly into the designated bank account stated below. The Supplier has to complete Part 1 of the form **and** obtain the Account Holder's banker's certification in Part 2. Alteration should be signed by the authorised signatory. The duly completed form must be returned **by post** to:

**National Council of Social Service**

Finance Department\* / Attn : \_\_\_\_\_ (\*delete where appropriate)  
 170 Ghim Moh Road #01-02  
 Singapore 279621

### PART 1: FOR COMPLETION BY APPLICANT

1.	Name of Account Holder (name per bank record – bank book / bank statement etc) <div style="border: 1px solid black; height: 25px; width: 100%;"></div>						
2.	Bank & Branch Name <div style="border: 1px solid black; height: 25px; width: 100%;"></div>						
3.	Account Holder details <div style="border: 1px solid black; padding: 10px; margin-top: 5px;">           E-mail Address: _____ (for the purpose of receiving payment details)             Telephone No. _____ Fax no. : _____         </div>						
4.	<table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <tr> <th style="width: 25%;">Bank Code</th> <th style="width: 25%;">Branch Code</th> <th style="width: 50%;">A/C Number to be Credited</th> </tr> <tr> <td style="height: 20px;"> <div style="display: flex; justify-content: space-around;"> <div style="border: 1px solid black; width: 15px; height: 15px;"></div> <div style="border: 1px solid black; width: 15px; height: 15px;"></div> <div style="border: 1px solid black; width: 15px; height: 15px;"></div> </div> </td> <td style="height: 20px;"> <div style="display: flex; justify-content: space-around;"> <div style="border: 1px solid black; width: 15px; height: 15px;"></div> <div style="border: 1px solid black; width: 15px; height: 15px;"></div> <div style="border: 1px solid black; width: 15px; height: 15px;"></div> </div> </td> <td style="height: 20px;"> <div style="display: flex; justify-content: space-around;"> <div style="border: 1px solid black; width: 15px; height: 15px;"></div> <div style="border: 1px solid black; width: 15px; height: 15px;"></div> <div style="border: 1px solid black; width: 15px; height: 15px;"></div> <div style="border: 1px solid black; width: 15px; height: 15px;"></div> <div style="border: 1px solid black; width: 15px; height: 15px;"></div> <div style="border: 1px solid black; width: 15px; height: 15px;"></div> <div style="border: 1px solid black; width: 15px; height: 15px;"></div> <div style="border: 1px solid black; width: 15px; height: 15px;"></div> <div style="border: 1px solid black; width: 15px; height: 15px;"></div> <div style="border: 1px solid black; width: 15px; height: 15px;"></div> </div> </td> </tr> </table>	Bank Code	Branch Code	A/C Number to be Credited	<div style="display: flex; justify-content: space-around;"> <div style="border: 1px solid black; width: 15px; height: 15px;"></div> <div style="border: 1px solid black; width: 15px; height: 15px;"></div> <div style="border: 1px solid black; width: 15px; height: 15px;"></div> </div>	<div style="display: flex; justify-content: space-around;"> <div style="border: 1px solid black; width: 15px; height: 15px;"></div> <div style="border: 1px solid black; width: 15px; height: 15px;"></div> <div style="border: 1px solid black; width: 15px; height: 15px;"></div> </div>	<div style="display: flex; justify-content: space-around;"> <div style="border: 1px solid black; width: 15px; height: 15px;"></div> <div style="border: 1px solid black; width: 15px; height: 15px;"></div> <div style="border: 1px solid black; width: 15px; height: 15px;"></div> <div style="border: 1px solid black; width: 15px; height: 15px;"></div> <div style="border: 1px solid black; width: 15px; height: 15px;"></div> <div style="border: 1px solid black; width: 15px; height: 15px;"></div> <div style="border: 1px solid black; width: 15px; height: 15px;"></div> <div style="border: 1px solid black; width: 15px; height: 15px;"></div> <div style="border: 1px solid black; width: 15px; height: 15px;"></div> <div style="border: 1px solid black; width: 15px; height: 15px;"></div> </div>
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5.	I/We consent to the bank's disclosure of the relevant particulars of my/our account(s) requested for in this document.						
<div style="display: flex; justify-content: space-between; margin-top: 20px;"> <div style="width: 60%;">           _____            Organisation's Stamp &amp; Authorised            Signature/ Applicant's Thumbprint/Signature         </div> <div style="width: 35%; text-align: right;">           _____            Date         </div> </div>							

### PART 2: FOR COMPLETION BY FINANCIAL INSTITUTION

(For Account Holder to send to their bank for verification)

We confirm that the particulars in Part A above are correct. Item 3 of Part A is in accordance with the account number format for the Interbank GIRO participating bank.

Bank's Stamp & Authorised Signatures	Authorised Signatory's Name & Contact Number	Date
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