

## APPLICATION FORM FOR INTERBANK GIRO

This form may take you 5 minutes to fill in. PLEASE DO NOT USE CORRECTION FLUID OR CORRECTION TAPE.

You will need the following information to fill in the form:

- The bank account number

- The bank account name
- The bank and branch code
- The name of the bank branch
Please print this form on 80gsm paper.

Please fill up this form (Part I only) and send the original form (fax copy not acceptable) to Singapore Food Agency (SFA), so that all future payments to SFA will be deducted from the bank account stated. If you have an Internet banking account with DBS/POSB, you can submit the application online by assessing your DBS or POSB internet banking websites.

PART 1 : FOR APPLICANT'S COMPLETIC	ON ( fill in the spaces indicated with ■)
Date :	Name of Billing Organisation ("BO"): Singapore Food Agency
To: Name of Bank and Branch	Name of Customer (in SFA's records):
Bank Branch Address (optional) :	My Mailing Address (in SFA's records):
I/We hereby instruct you to process the BO's instructions to debit my/ our account.	■ My Email Address <sup>a</sup> :
You are 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. You may also at your discretion allow the debit even if this results in an overdraft on the account and impose charges accordingly.  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.  Name of Account Holder(s) (As in Bank's records):	<sup>a</sup> I hereby agree to receive monthly GIRO statements from SFA via this email address. This authorisation shall be in force until terminated upon your receipt of my written revocation.  ■ My Contact (Tel/ Fax) Number(s):
Account Number :	My/ Our Company Stamp/ Signature(s)/ Thumbprint(s)*:
	( As in Bank's records)  * For thumbprint, please go to the bank with your identification.
PART 2 : FOR BILLING ORGA	
SWIFT BIC         SFA's Bank Account No.           DBSSSGSGXXX         0         0         1         0         7         2         1         0         0         3	Billing Organisation's Customer's Reference Number :
SWIFT BIC Customer's Bank Account No.	
PART 3 : FOR BANK	C'S COMPLETION
To: Director/Finance, SFA, 52 Jurong Gateway Road, #14-01, Singapore 608550	
This Application is hereby REJECTED (please tick) for the following reasons:	_
Signature/ Thumbprint# differs from Bank's records Signature/ Thumbprint# incomplete/ unclear#	<ul> <li>□ Wrong account number</li> <li>□ Amendments not countersigned by customer</li> </ul>
	Amendments not countersigned by customer

A monthly GIRO statement consolidating the list of successful GIRO deductions will be sent to you.

GIRO deduction from your designated bank account will be made every Friday for the previous week's transactions. If the deduction date falls on a public holiday, the deduction will be made on the next working day. Please ensure that you maintain sufficient balance in your bank account to facilitate the deduction. If the GIRO deduction is not

Your GIRO application will take an average of 4 - 6 weeks to process. Please continue to make payment using your existing arrangement until you have received notification from SFA that your GIRO application has been approved.

2nd

fold

successful, a failed GIRO notice will be sent to you.

2nd

GIRO is the most convenient way to pay your invoice!