

HOW INTER-BANK GIRO (IBG) WORKS

You can pay your Town Council Service and Conservancy Charges, including the related Goods and Services Tax and penalty fee where applicable, through Inter-Bank GIRO if you maintain a savings / current account with any of the IBG participating banks. With IBG, you free yourself from queues, writing and posting cheques, penalty payment and most importantly - the embarrassment of forgetting to pay your bills. No administrative charge and other hassle. So apply now and stay ahead.

ALL YOU HAVE TO DO:

1. Fill in the Inter-Bank GIRO Form. This form will instruct your bank to make automatic deductions from your savings/current account to settle your Town Council's monthly charges
2. Fold and mail the completed form.
3. Maintain sufficient funds in your savings/current account to cover the full payment.

GENERAL INFORMATION

1. You will be informed of the commencement date for the deduction once your bank has approved the application. Meanwhile, please pay your monthly charges by cheque or personally at the Town Council office.
2. Please inform your Town Council and your bank if you wish to terminate or change your IBG service.
3. Any queries regarding the charges deducted should be directed to Aljunied-Hougang Town Council at Tel: 6744 1033

Inter-Bank

SERVICE AND CONSERVANCY CHARGES



Postage will be paid by addressee. For posting in Singapore only.

**BUSINESS REPLY SERVICE
PERMIT NO. 02625**



**ALJUNIED-HOUGANG TOWN COUNCIL
BLOCK 810 HOUGANG CENTRAL #02-214
SINGAPORE 530810**

Do not staple. Glue all sides firmly.



APPLICATION FOR INTERBANK GIRO

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

Date:	Name of Billing Organisation ("BO"):
✓ _____	ALJUNIED-HOUGANG TOWN COUNCIL
To: Name of Financial Institution:	Billing Organisation's Customer's Name:
✓ _____	✓ _____
Branch:	Billing Organisation's Customer's Reference Number:
✓ _____	✓ C _____

PARTICULARS OF REGISTERED TENANT/LESSEE
Name:
Address:
Telephone No.

- (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 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):	My/Our Contact (Tel/Fax) Number(s):
✓ _____	✓ _____
My/Our Account Number:	My/Our Company Stamp/Signature(s)/Thumbprint(s)*:
✓ _____	✓ _____
	(As in Financial Institution's records)

PART 2: FOR BILLING ORGANISATION'S COMPLETION

<table style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 33%;">Bank</th> <th style="width: 33%;">Branch</th> <th style="width: 33%;">Billing Organisation's Account No.</th> </tr> <tr> <td style="text-align: center;">7 1 7 1</td> <td style="text-align: center;">0 0 1</td> <td style="text-align: center;">0 0 1 0 3 5 8 1 8 9</td> </tr> </table>	Bank	Branch	Billing Organisation's Account No.	7 1 7 1	0 0 1	0 0 1 0 3 5 8 1 8 9	<table style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 100%;">Billing Organisation's Customer Ref No.</th> </tr> <tr> <td style="text-align: center;">C </td> </tr> </table>	Billing Organisation's Customer Ref No.	C
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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 customer
<input type="checkbox"/> Account operated by signature/thumbprint#	<input type="checkbox"/> Others: _____

Name of Approving Officer	Authorised Signature	Date
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*For Thumbprints, please go to the branch with your identification. #Please delete where inapplicable