

APPLICATION FOR INTERBANK GIRO (SUBSCRIPTION)

SINGAPORE SOKA ASSOCIATION

10 Tampines St 81 Singapore 529014 Tel: 6787 3255

GST Registration Number: M4-0006007-0

Please complete **PART 1 & 4** of this form and submit to SSA.

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

Date: v _____

Name of Billing Organisation "BO": **SINGAPORE SOKA ASSOCIATION (SSA)**

To: The Manager

Name of Bank: v _____

Name of Subscriber: v _____

- (a) I/We hereby instruct the Bank to process the BO's instructions to debit my/our account.
 (b) The Bank is 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. The Bank may also at its 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
 (i) the Bank's written notice sent to my/our address last known to the Bank;
 (ii) upon the Bank's receipt of my/our written revocation; or
 (iii) upon the Bank's receipt of the notice of expiry from the BO.

My/Our Name(s) (Account Holder's Name)

My/Our Contact Number(s)/E-mail Address(es):

v _____

v _____

My/Our Account Number:

My/Our Company Stamp/Signature(s) Thumbprint(s)**:

v _____

v _____

(As in Financial Institution's records)

** For thumbprints, please go to the branch with your identification.

Part 2 : For Billing Organisation's Completion

SWIFT BIC	SSA's Bank Account No.
UOVBSGSGXXX	9 8 8 3 4 1 6 1 0 0
SWIFT BIC	Account No. to be Debited

Subscriber's Reference No.

Part 3 : For Financial Institution's Completion

To: **SINGAPORE SOKA ASSOCIATION**, 10 Tampines St 81, Singapore 529014

This Application is hereby REJECTED (please tick v) for the following reason(s):

- Signature/Thumbprint* differs from Financial Institution's records
 Signature/Thumbprint* incomplete/unclear*
 Account operated by signature/thumbprint

- Wrong account number
 Amendments not countersigned by applicant
 Others: _____

*Please delete where inapplicable

Name of Approving Officer

Authorised Signature and Stamp of Financial Institution

Date

Part 4 : For Subscriber's Completion (Complete in BLOCK letter and do not leave blanks)

PUBLICATIONS SUBSCRIPTION

(Please v if NEW REVISED)

Name:	NRIC / Passport No. :	
Mailing Address:	Tel: (HP)	(H)
Postal Code:	Position:	
Chapter:	District:	Division:
Creative Life (Monthly issue)	From _____ 20 _____ onwards (Month) (Year)	Copy per month _____
SSA Times (2 issues per month)	From _____ 20 _____ onwards (Month) (Year)	Set per month _____

The personal data that you provide to Singapore Soka Association in this transaction is for the Association to provide you services with correctness and completeness. The data will be used and disclosed by the Association strictly for the said purpose.

GIRO is a convenient, cashless mode of payment. To help you better understand the GIRO payment method, here are some answers to the most frequently raised questions on GIRO:

How do I get started?

Complete **PART 1 and 4** of this GIRO application form and send it back to us at:

SINGAPORE SOKA ASSOCIATION

10 Tampines Street 81

Singapore 529014

How long do I need to wait before my GIRO arrangement is effective?

Normally it takes around 21 working days. A notification letter will be sent to you on the status of your application. We will also inform you the first and subsequent deduction dates.

Can I arrange for another party to effect the GIRO arrangement through his/her bank account or pay for another party?

Yes, you may state the **Account Holder's details in Part 1** and the **Subscriber's details in Part 4** of the GIRO form.

When will the GIRO deduction be made?

The initial deduction will only be made from your bank account on the **16th day of the month** after notification of deduction was sent. If 1st deduction is unsuccessful, we will make the 2nd attempt on the **23rd day of the month**. The amount deducted will be reflected in your bank statement. If deduction date falls on a weekend or public holiday, the next working day will be the deduction date.

Subsequent deductions will be on quarterly basis as per dates stated in the notification letter.

What happens if there are insufficient funds in my bank account?

No further deduction will be made for the month if we have two unsuccessful deductions consecutively within the same month.

A notification will be sent to you. You may return the same notification to us by indicating your request at the lower portion of the notification:

1. To continue your subscription by paying the outstanding fees by cheque before the due date
2. To reinstate or terminate your GIRO status
3. To change bank account by completing the attached GIRO application form.

Please note that **some banks do charge a service fee for unsuccessful GIRO deduction due to insufficient funds**. Please maintain sufficient funds in your bank account to avoid unnecessary bank charges being incurred.

Can I set a payment limit on my GIRO deduction?

Yes, the amount of subscription fees to be deducted from your account quarterly as indicated by you in your GIRO application form will be the payment limit.

Can I stop GIRO payment on a particular month?

Yes, you can do so by writing to **Singapore Soka Association** at the above stated address but you will need to give us at least **One month** notice before the next deduction date. Please also inform your bank to stop GIRO payment.

What happens to my GIRO arrangements that are no longer used?

You should review all your GIRO arrangements periodically and terminate those arrangements that are no longer required with your bank.