

APPLICATION FORM FOR INTERBANK GIRO

Explanatory Notes

- This Form is for the Application for InterBank GIRO for the payment of Licence/Registration Fees.
- Your GIRO application is only effective when the statement "Amount will be deducted from your bank account on ddmmyyyy" appears on your bill. Please maintain sufficient funds in your bank account before the deduction date. Late fees will be imposed if the fees are not paid by the due date. Please note that your bank may charge you a fee for unsuccessful GIRO deduction due to insufficient funds.
- This Form may take you about 5 minutes to complete. You will need the following:
 - (i) Your Name(s) and Bank Account No.
 - (ii) Authorised Signature(s) and/or Company Stamp
- Please complete **Part 1** of the form in BLOCK letters and return the **original** form to us. Please **do not** fax the completed form to us as an original signature for verification is required by the Bank.

Part 1: To be completed by Applicant	
Date:	Name of Billing Organisation (BO): COUNCIL FOR ESTATE AGENCIES (CEA)
To: My/Our Bank ("Bank") (i.e. Name of Bank):	Name and Address of Estate Agent (i.e. Estate Agency):
(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) (i.e. Account Holder's Name):	My/Our Contact (Tel/Fax) Number(s):
	My/Our E-mail address:
My/Our Account Number:	My/Our Company Stamp/Signature(s)/Thumbprint(s)**: (As in Bank's records)

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

Part 2: To be completed by CEA

SWIFT BIC	CEA's Account No.	Estate Agent's Licence No.
OCBCSGSGXXX		

SWIFT BIC	Account No. to be Debited

Part 3: To be completed by Bank

To: Council for Estate Agencies
480 Lorong 6 Toa Payoh, #13-01 HDB Hub East Wing, Singapore 310480

This application is hereby **ACCEPTED/REJECTED***. The reason(s) for rejection is/are as ticked below:

- | | |
|---|--|
| <input type="checkbox"/> Signature/Thumbprint* differs from Bank's record | <input type="checkbox"/> Wrong account number |
| <input type="checkbox"/> Signature/Thumbprint* is incomplete/unclear* | <input type="checkbox"/> Amendments not countersigned with authorised signature(s) |
| <input type="checkbox"/> Account operated by Signature/Thumbprint* | <input type="checkbox"/> Others : _____ |

Name of Approving Officer

Authorised Signature and Stamp of Bank

Date

* Please delete where inapplicable