



**GIRO DIRECT CREDIT AUTHORISATION FOR SINGAPORE DOLLARS**

This form must be completed by the Grantee of Singapore Tourism Board (STB) Fund. Payment will be credited directly into the Grantee's designated bank account stated below. After completing Part A, Grantee is to send form to banker for verification in Part B. Any alterations shall be endorsed by both the Grantee and the designated bank. Do not use correction fluid when making alterations. Completed form is to be submitted together with claim documents to STB.

**PART A: TO BE COMPLETED BY GRANTEE**

1. Organisation's Name and Address

_____	Email _____
_____	(for remittance advice)
_____	Tel No. _____
_____	Fax No. _____
Contact Person _____	

2. Particulars of Bank Account  
(Bank No. & Branch No. can be found at the bottom of your bank cheque)

Bank No. _____	Branch No. _____	Account No. _____
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3. Applicant's Bank Name and Account Name

\_\_\_\_\_

I/We hereby authorise Singapore Tourism Board to credit payments due to me/us to the above account. Amounts so credited would constitute valid discharge of obligations due to me/us. This authorisation shall continue to be in force until I/we have expressly revoked it by notice in writing delivered to you.

In the event of a change of bank account, I/we shall inform you in writing 30 days prior to the change.

_____	_____
Date	Company Stamp & Authorised Signature(s) & Name (as in bank record)

**PART B: VERIFICATION BY GRANTEE'S BANK**

To: Singapore Tourism Board

We hereby certify that the signature(s) affixed above is/are consistent with our records and the particulars of the account are correct. The bank, branch and account number are in accordance with the account number format for the Inter-bank GIRO participating bank.

_____	_____
Bank's Stamp and Authorised Signature/Date	Authorised Signatory's Name and Contact No.

**PART C: TO BE COMPLETED BY SINGAPORE TOURISM BOARD**

Project STB Reference No:	
Received by Project Officer:	

