



**Application Form for Inter-Bank GIRO Application under the Minimum Sum Topping-Up Scheme**

This form may take about 3 minutes to complete

Notes: Please read the "INFORMATION ON APPLICATION FOR INTER-BANK GIRO".

Please complete all required details. Incomplete form will be rejected.

Please do not fax the form to us as the bank requires the original signature(s) for verification.

Amendments made on the form must be countersigned by bank account holder, use of correction fluid / tape is not allowed.

**PART 1: For Applicant's Completion**

➔ Date :	Name of Billing Organisation (BO) : <b>Central Provident Fund Board</b>
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➔ To : Name of Bank & Branch :	➔ Name of Applicant (Giver) :
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➔ <b>Type of Payment</b> Payment for top-up under the Minimum Sum Topping-Up Scheme	Giver's NRIC <table border="1" style="width:100%; text-align:center"> <tr> <td>G</td><td>T</td><td>P</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> </table> E.g. S 1 2 3 4 5 6 7 A	G	T	P																	
G	T	P																			

**Instructions to bank**

(a) I/We hereby instruct you to process the Billing Organisation's (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 fund 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.

➔ Name of Bank Account Holder(s) :	➔ My/Our Stamp/Signature(s)/Thumbprint(s)* :  Original Signature(s)/Thumbprint(s) as in Bank's records. *For thumbprint(s), please go to the branch with your identification.
➔ My/Our Bank Account Number :	
➔ My/Our Contact Numbers/E-mail address :	

**PART 2: For CPF Board's Completion**

Bank				Branch			CPF Board's Account No.										
7	3	3	9	5	0	1	6	0	0	0	0	0	1	0	0	0	1

Bank				Branch			Account No. To Be Debited												

**PART 3: For Bank's Completion**

This application is hereby REJECTED (please ) for the following reason(s) :

<input type="checkbox"/> Signature/Thumbprint# differs from bank's records	<input type="checkbox"/> Wrong account number
<input type="checkbox"/> Signature/Thumbprint# incomplete/unclear#	<input type="checkbox"/> Amendments not countersigned by applicant
<input type="checkbox"/> Account operated by signature/thumbprint#	<input type="checkbox"/> Others : _____

  

_____	_____	_____
Name of Bank Officer	Authorised Signature and Stamp of Bank	Date

### **INFORMATION ON APPLICATION FOR INTER-BANK GIRO**

1. Please return the completed application form to CPF Board, CPF Minimum Sum Topping-Up Scheme, Retirement Schemes Department), 79 Robinson Road, Singapore 068897.
2. Only one GIRO account can be maintained for all GIRO top-ups under the Minimum Sum Topping-Up Scheme.
3. Please allow 21 working days for processing as the GIRO form (with original signature) is required by the bank for verification. Upon approval of your application, you will receive a confirmation letter informing you the effective date of the first GIRO deduction.
4. Please also complete the Form SI/MSTU/GTP to top up for your recipient. Deduction will be effected upon approval of your MSTU GIRO/IBG form.
5. Monthly GIRO deductions will be made on the 15th.(If the deduction date falls on a Saturday, Sunday or public holiday, the deduction will be made on the next working day).
6. Please maintain sufficient funds in your bank account for GIRO deduction. Some banks may charge an administrative fee for each unsuccessful deduction.
7. If there are two unsuccessful GIRO deductions, your Standing Instruction (SI) for deduction of top-ups will be stopped and you will have to complete a new Form SI/MSTU/GTP if you would like to continue with the deductions.
8. While your GIRO application/SI application is being processed, you may wish to make cash top-ups manually by completing form MSS-TP and submitting a cheque to CPF Board or make payment using cheque, ATM Card/Diners Club Credit Card (at AXS stations) or Internet Payment (via eNETS).so that you can enjoy the maximum tax relief entitlement for the calendar year.
9. To terminate GIRO, please notify your bank and submit the Form MSTU/T/GTP to CPF Board to the address stated in point 1 above.