

➤ **Benefits of GIRO**

GIRO is an electronic payment mode where the payers arrange with the banks to allow money deducted directly from their bank accounts to pay their bills. It provides you with a convenient, paperless and cashless payment alternative. It increases your productivity as you no longer need to monitor payment due date, write and post cheques or queue at payment kiosks. Most importantly, you will be free from late payment charges and it eliminates the need to issue and sign cheques and incur postage and stationery costs.

➤ **Easy Way to Sign up for Giro**

Complete the Application Form and send it back to MPA. Upon approval from your bank, we will notify you of the status by post/email. The bank may take up to 6 weeks to process and approve the request. Do ensure that there are sufficient funds in your bank on the deduction date as a service charge may be levied by your bank for any unsuccessful transaction. Please continue to make payment using your existing arrangement with MPA until your Giro application has been approved.

➤ **GIRO termination**

To terminate GIRO, please inform your bank in writing and extend a copy to MPA.

➤ **Contact Us**

For any queries or clarifications, please contact us at 1800 272 7777 or email us at ar_mpa@mpa.gov.sg.

➤ Be Paperless. Go Green

➤ GIRO: Hassle Free Payment Method

➤ No More Late Payment Charges

➤ Reduce Signing of Cheques



Maritime and Port Authority of Singapore
Financial Accounting Department
460 Alexandra Road
#19-00 mTower
Singapore 119963

BUSINESS REPLY SERVICE
PERMIT NO. 08897

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



M P A
SINGAPORE



APPLICATION FOR INTERBANK GIRO

PART 1: FOR APPLICANT'S COMPLETION (all boxes to be completed)

Date: ddmmyy

Customer Name UEN/ NRIC/ Passport Number

To: Name of Financial Institution / Branch

- (a) I/We hereby instruct you to process the MPA's instructions to debit my/our account.
- (b) You are entitled to reject the MPA'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 own written revocation through the MPA.

My/ Our Name(s) (As in Financial Institution's records)

My/ Our Account Number (Swift BIC followed by account no.)

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

My/ Our Contact (Tel/Fax) Number(s)

(As in Financial Institution's records)
*For thumbprints, please go to the branch with your identification.

PART 2: FOR MPA'S COMPLETION

Swift BIC MPA's Account No. Customer's Reference Number

Swift BIC Account No. to be Debited

Verified by MPA / Date

PART 3: FOR FINANCIAL INSTITUTION'S COMPLETION

To: Financial Accounting Department – Accounts Receivables
Maritime and Port Authority of Singapore
460 Alexandra Road #19-00 mTower
Singapore 119963

- This Application is hereby REJECTED (please tick) for the following reason(s):
- [] Signature/thumbprint* differs
 - [] Signature/thumbprint* incomplete/unclear*
 - [] Account operated by thumbprint/signature*
 - [] Wrong account number
 - [] Amendments not countersigned by customer
 - [] Others

Name of Approving Officer Authorised Signature Date

*Please delete where applicable