

**APPLICATION FORM FOR INTERBANK GIRO (PAYMENT FOR ICBC CREDIT CARDS ONLY)**

**Terms of Use:**

- (a) Please complete **ALL** fields in Part 1 and return the form to ICBC Singapore Branch. Please ensure that any amendments are countersigned. The use of correction fluid is not allowed.
- (b) We will require up to 60 working days to process this Application, please continue to pay all outstanding bills until you have received a notification from us indicating that your Interbank GIRO arrangement has been effected.
- (c) We will deduct the payment on the 15<sup>th</sup> of every month. Please ensure that there are sufficient funds in your Account. The Interbank GIRO arrangement will be automatically terminated upon two (2) unsuccessful deductions.
- (d) By submitting this Application, you agree to ICBC's use, collection and disclosure of your personal data provided herein for the purposes of continuing to provide you with any services in relation to your account(s) with us as set out in our Personal Data Protection Policy accessible on our website at singapore.icbc.com.cn.
- (e) Nothing will affect any payment effected under an existing GIRO instruction before we have confirmed receipt of notice terminating the authorisation herein.

**PART 1: FOR ICBC CREDIT CARD CARDMEMBER'S COMPLETION (Please tick  where appropriate)**

To: Name of Financial Institution ("Bank") : \_\_\_\_\_

Name of Billing Organisation ("BO"): Industrial and Commercial Bank of China Limited Date: \_\_\_\_\_

- New GIRO Instruction       Delete GIRO Instruction       Change GIRO Instruction

Please complete table below with details of the Principal Credit Card(s) to be subject to Interbank GIRO:

ICBC 16 Digits Credit Card Number:													Name of ICBC Cardmember	NRIC/Passport Number	Currency A/C to be Paid <sup>^</sup>
															<input type="checkbox"/> SGD
															<input type="checkbox"/> USD/CNY#
															<input type="checkbox"/> SGD
															<input type="checkbox"/> USD/CNY#
															<input type="checkbox"/> SGD
															<input type="checkbox"/> USD/CNY#
															<input type="checkbox"/> SGD
															<input type="checkbox"/> USD/CNY#

# Please delete where inapplicable

<sup>^</sup>Please select the Currency Account(s) you wish to sign up for Interbank GIRO, otherwise both currency accounts will be paid.

**Payment Instructions**

- Full Payment       Minimum Payment

- I/We hereby instruct the Bank to process the BO's instructions to debit my/our account.
- 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.
- This authorisation will remain in force until terminated by the Bank's written notice sent to my/our address last known to the Bank or upon the Bank's receipt of my/our written revocation through the BO.

My/Our Name with Financial Institution (Underline surname)

My/Our Company Stamp/Signature(s) /Thumbprint(s)\*  
(As in Bank/Financial Institution's Records)

My/Our Account Number to be debited

My/Our Contact Number(s)

\*For thumbprints, please go to the branch with your NRIC/Passport to have your thumbprint taken/witnessed

**PART 2: FOR BILLING ORGANISATION'S COMPLETION**

SWIFT BIC																		
I	C	B	K	S	G	S	G	X	X	X								
ICBC Credit Card Department Account Number																		
0	1	0	3	0	1	0	0	1	1	1	8	2	3	6	9	4	4	0

SWIFT BIC										
Account Number to be Debited										

Billing Organisation's Customer Reference Number																			
Reference Number Structure: Card Number + Currency Number																			

**PART 3: FOR FINANCIAL INSTITUTION'S COMPLETION**

**ICBC Singapore Branch Credit Card Department**  
To: **6 Raffles Quay #13-01, Singapore 048580**

The Application is REJECTED because:

- Signature/Thumbprint# differs from Financial Institution's records
- Account operated by signature/thumbprint#
- Amendments not countersigned by customer
- Signature/Thumbprint# incomplete/unclear#
- Wrong Account Number
- Others: \_\_\_\_\_

Name of Approving Officer: \_\_\_\_\_

Authorised Signature: \_\_\_\_\_

Date: \_\_\_\_\_

#Please delete where inapplicable

## FREQUENTLY ASKED QUESTIONS

GIRO is a 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:

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

Your GIRO application will take 60 working days to process. You will be informed of the successful application once you receive a SMS/Email notification from ICBC SG. Meanwhile, you are advised to continue paying your credit card bill by cash or cheque before you receive such notification.

**2. Must I pay the entire bill every month?**

You can choose to make full or minimum payment to your ICBC Credit Card to avoid incurring any late charges.

**3. Are there any fees and charges involved when I pay by GIRO?**

GIRO is provided free of any additional fees and charges to all ICBC credit cardholders.

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

In the event that there are insufficient funds in your bank account, we will inform you to make payment via other means. Please note that for every unsuccessful deduction, a service charge of S\$30 is levied. If there are two or more unsuccessful deductions, we will cancel your GIRO arrangement without further notice to you.

**5. What happens to my GIRO arrangements that are no longer required?**

You should review all your GIRO arrangements periodically and terminate those arrangements that are no longer required with your bank. You can apply to terminate the Interbank GIRO arrangement for ICBC Credit Card by submitting this form.

BUSINESS REPLY SERVICE  
PERMIT NO. 08765



**INDUSTRIAL AND COMMERCIAL BANK OF CHINA LIMITED  
SINGAPORE BRANCH**

CREDIT CARD CENTRE  
6 Raffles Quay #01-01  
Singapore 048580

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