

APPLICATION FOR INTERBANK GIRO (For Payment of Duties/GST/Fees*)



SINGAPORE CUSTOMS
55 Newton Road
#10-01, Revenue House
Singapore 307987
Telephone : 6355 2000

PART 1: FOR APPLICANT'S COMPLETION

Name of Billing Organisation: **Singapore Customs**

Name of Company: _____

Date: _____

To: (Name of Financial Institution & Branch) _____

Central Registration No@ :

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My/Our company Account No.: _____

- a) I/We undertake to inform Customs immediately of any change(s) to my/our bank account as stated in this form.
- b) I/We hereby instruct you to process Customs instructions to debit and credit my/our bank account.
- c) You are entitled to reject Customs debit instruction if my/our bank account does not have enough 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.
- d) 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 Customs.

My/Our company Name : _____

(as in Financial Institution's records)

My/Our Contact No.: Tel: _____ Fax: _____

My/Our Company Stamp/Signature(s)/Thumbprint(s) **
(as in Financial Institution's records)

AUTHORISATION OF DECLARING AGENTS FOR DUTIES/GST PAYMENT, IF ANY														
I/We authorise the payment of Duties and/or GST to be deducted from my/our bank account for all declarations made on my/our behalf by the following agent(s)														
S/No	Name of Declaring Agent	Central Registration No.												
1.	_____	<table border="1" style="display: inline-table; border-collapse: collapse;"><tr><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td></tr></table>												
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Additional Information for Singapore Customs (To be Completed by Applicant)														
Person to Contact: _____		Tel: _____ Fax: _____												
Corporate Mailing Address: _____														

PART 2: FOR SINGAPORE CUSTOMS'S COMPLETION

Bank	Branch	Customs A/C No. to be Credited
7	1	7 1 0 0 1 0 0 1 0 3 8 7 6 1 8

Vendor No. of Customer (For AGD Use Only)

Bank	Branch	A/C No. to be Debited/Credited

Verified by Singapore Customs : _____

PART 3: FOR FINANCIAL INSTITUTION'S COMPLETION

This application is hereby **REJECTED**. Reason(s) for rejection:

- | | |
|--|---|
| <input type="checkbox"/> Signature/Thumbprint# differs from Financial Institution's records
<input type="checkbox"/> Signature/Thumbprint# incomplete/unclear
<input type="checkbox"/> Account operated by signature/thumbprint# | <input type="checkbox"/> Wrong account no.
<input type="checkbox"/> Amendments not countersigned by customer
<input type="checkbox"/> Others: _____ |
|--|---|

Name of Approving Officer

Financial Institution's Stamp & Authorised Signature

Date

* These fees include licence fees (licensed warehouse, duty-free shop, factory warehouse, bottling warehousing, manufacturing, bonded warehouse etc), Customs service fees, claims & penalty, composition fines, training course fees and other Customs charges.

** For thumbprint(s), please go to the branch of your financial institution with your identification.

@ Central Registration No. is issued by Singapore Customs. It consists of 11 digits followed by an alphabet.

Please delete where inapplicable.

IMPORTANT NOTES

Introduction

You can make various types of payment to Customs and authorise the receipt of refund through the Inter-Bank GIRO if you have a savings/current account with any of the participating banks.

How It Works

- a. If you are applying the Inter-bank GIRO account for deduction of customs duties/GST and fees for the first time, you need to submit the completed Inter-bank GIRO form with original signature together with the Registration of Companies & Signatories Form for our processing.
- b. The Inter-bank GIRO Direct Debit/Credit Authorisation form will instruct your bank to make automatic deduction of Customs payment from your savings/current account.
- c. Please ensure that you sign the form in the usual way that you would sign for transaction with your bank account.
- d. **Mail** the completed Inter-bank GIRO application form and the Registration of Companies & Signatories form to:
Director-General of Customs
55 Newton Road #10-01
Revenue House
Singapore 307987
- e. Please **DO NOT FAX** the Inter-bank GIRO application form as the original signature is required by the bank for verification.
- f. Please ensure that sufficient fund is maintained in your savings/current account to cover the required payment.
- g. You may also authorise the payment to be deducted from your bank account for all declarations made on your behalf by your authorised agent(s) by completing the section titled '**AUTHORISATION OF DECLARING AGENTS FOR DUTIES/GST PAYMENT**'. For subsequent changes in declaring agent(s), please fill up the "Authorisation of Declaring Agent(s)" Form.
- h. If you wish to change your bank account, please mail a new Inter-Bank GIRO application form for our processing. You need not submit the Registration of Companies & Signatories form.

General Information

- a. Deduction for Duties and Goods & Service Tax will be made on the same day as the approval of the payment declaration.
- b. Deduction for other Customs charges will be made on the date as stipulated in the bill.
- c. No receipt will be issued for the amount credited/debited to your account.
- d. All amendments made must be countersigned. **DO NOT use correction fluid.**
- e. For clarification, please call our Customs Call Centre at **6355 2000**.

All forms can be downloaded from Customs website at <http://www.customs.gov.sg>