

**FOR EVENTS USAGE ONLY**

[Company letterhead, if applicable]

**GIRO DIRECT CREDIT AUTHORISATION / INTERNET BANKING FORM**

[To be completed by vendor/supplier<sup>1</sup>]

To: Institute of Singapore Chartered Accountants

I/We hereby authorise Institute of Singapore Chartered Accountants to credit payments due to me/us to my/our bank account, particulars of which are given below. This authorisation will remain in force until receipt of my/our written revocation and subject to I/we giving you 30 days prior written notice.

My/Our bank account particulars<sup>2</sup> are as follows:

Account Payee's Name : \_\_\_\_\_

Name of Bank/Branch : \_\_\_\_\_

Bank Code/Branch Code/Account No.: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

Email Address (to send Payment Advice to): \_\_\_\_\_

\_\_\_\_\_  
Authorised Signature(s) (As in bank's records)

\_\_\_\_\_  
Company Stamp

\_\_\_\_\_  
Date

Name(s) \_\_\_\_\_

Designation(s) \_\_\_\_\_

Name, designation, telephone no., email & fax no. of contact person:

\_\_\_\_\_

<sup>1</sup> Please email the completed form to **audrey.ng@isca.org.sg**

<sup>2</sup> Please attach an extract of the bank statement [showing the bank account name and account number] from the bank for our verification purposes.