



**ITE EDUCATION SERVICES PTE LTD**  
**INTERBANK GIRO FOR DIRECT CREDIT AUTHORISATION FORM**

**Instructions**

- 1 Complete Part 1 of the form and send the original form to Finance Department, ITE Education Services Pte Ltd, 2 Ang Mo Kio Drive, Blk A, A2-01, Singapore 567720.
- 2 Submit a new form one month in advance should there be a change in your bank account.

**PART 1 : To be completed by Supplier/Trainer**

<b>Name &amp; Address of Supplier/Trainer</b>

<b>RCB No. / RCS / UEN No. / NRIC No. (e.g. 200101234A)</b>										
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<b>Tel No.</b>									
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<b>Fax No.</b>									
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<b>Email Address</b>	
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I/We hereby authorise ITE Education Services Pte Ltd to credit payments due to me/us through Interbank GIRO to the bank account stated below and agree that the amounts credited constitute valid discharge of obligations due to me/us.

I/We confirm and am/are responsible for the accuracy of the bank account particulars stated below.

I/We agree that ITE Education Services may collect, use and disclose my/our personal data (for related activities) in accordance with the Personal Data Protection Act 2012 and it's privacy statement.

**Particular of Bank Account**

<b>Bank Code</b>	<b>Branch Code</b>	<b>Bank A/c No. To Be Credited</b>																										
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<b>Name of Bank and Branch</b>

<b>Bank Account Name</b>

\_\_\_\_\_  
Signature(s) of Bank Account as in Bank records

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name and Designation of Signatory(s)

**PART 2 : To be completed by ITEES Requestor (where applicable)**

\_\_\_\_\_  
Name of ITEES Requestor

\_\_\_\_\_  
Department

\_\_\_\_\_  
Date

**PART 3 : To be completed by ITEES Finance Dept**

\_\_\_\_\_  
Input by

\_\_\_\_\_  
Date

\_\_\_\_\_  
Checked by

\_\_\_\_\_  
Date