

**Dear Valued Customer** 

# Pay Your GENECO Bills - The Convenient Way

Tired of payment reminder calls and letters? Sign up for GIRO to make life simpler.

## **Benefits of GIRO**

- ✓ Save time and no more hassles of payment administration.
- ✓ Worry free of missed payments and avoid incurring late payment charges.
- ✓ Do away with manual cheques & save on postage fees.

#### How GIRO Works

- Simply complete the GIRO authorization form attached and mail the signed copy to us. Your monthly GENECO bill payments will be automatically deducted from your authorized account on bill due date.
- ✓ A copy of the GIRO form can also be downloaded from bit.ly/Giro-Geneco.

If you need further assistance, please feel free to call our Contact Centre Hotline at **6363 6688** or email us at <u>contact@geneco.sg</u>. We look forward to hearing from you soon.

Yours Sincerely, **Customer Experience Team GENECO** 450 Alexandra Road #01-01 Singapore 119960

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(Reply slip, to be completed and return together with GIRO application form)

## **Contact Details for GIRO approval notification**

_																		
Email:																		
Name:														_				
Designa	tio	n:												_				
Mobile:														_				
Date:																		

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# APPLICATION FOR INTERBANK GIRO

PART 1: FOR APPLICANT'S COMPLETION (fill in the spaces in	ndicated with 🗸 )
Date:	Name of Billing Organisation ("BO"):
✓	✓ SERAYA ENERGY PTE LTD
To: Name of Financial Institution:	Company Name:
✓ Bank Name	✓ Company Name
Branch:	Seraya Energy Account Number:
✓	✓
<ul> <li>(a) I/We hereby instruct you to process the BO's instruction to debit my/</li> <li>(b) You are entitled to reject the BO's debit instruction if my/our accour may also at your discretion allow to debit even if this results in an o</li> <li>(c) This authorisation will remain in force until terminated by your work of my/our written revocation through the BO.</li> </ul>	int does not have sufficient funds and charge me/us a fee for this. You verdraft on the account and impose charges accordingly.
My/Our Name(s) as in Bank Account:	My/Our Contact (Tel/Fax) Number(s):
✓	٧
•	•
My/Our Bank Account Number:	My/Our Company Stamp/Signature(s)/Thumbprint(s)*:
√	✓ (As in Financial Institution's records)
PART 2: FOR BILLING ORGANISATION'S COMPLETION	
Bank Branch Billing Organisation's Account No.	Billing Organisation's Customer Ref No.
7 1 7 1 0 0 3 0 0 3 9 0 0 9 3 5 6	
Bank Branch Account No. To Be Debited	
PART 3: FOR FINANCIAL INSTITUTION'S COMPLETION To: Billing Organisation	
10. Dining Organisation	
This Application is hereby REJECTED (please tick) for the following re-	
<ul> <li>Signature/Thumbprint# differs from Financial Institution's records</li> <li>Signature/Thumbprint# incomplete/unclear#</li> <li>Account operated by signature/thumbprint#</li> </ul>	<ul> <li>Wrong account number</li> <li>Amendments not countersigned by customer</li> <li>Others:</li> </ul>
Name of Approving Officer     Authorised Signate	ure Date

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 $\ast$  For thumbprints, please go to the branch with your identification.

# Please delete where inapplicable

### Notes:

- Your Giro application will take about 4 to 6 weeks to be approved. We will inform you accordingly when it is approved. Please make your payments by other modes (AXS / PayNow / Telegraphic Transfers) in the meantime.
- Giro deduction will take place on the due date of your invoice.
- If the due date falls on a non-working day, Giro deduction will take place within 2 working days before or after the due date.
- Please ensure that there are sufficient funds in your bank account for the Giro deduction. You may be liable for an administrative charge and/or late payment charges for unsuccessful deductions.
- If there are any corrections on your Giro form, please sign/stamp (as per bank account) next to the corrections.
- If you wish to cancel your Giro application, you will need to inform your bank accordingly. Please also inform GENECO either by calling our Contact Centre Hotline at 6363 6688 or emailing us at <u>contact@geneco.sg</u>.
- Please feel free to call our Contact Centre Hotline at 6363 6688 if you need any assistance.

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

BUSINESS REPLY SERVICE PERMIT NO. 07505

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Seraya Energy Pte Ltd 450 Alexandra Road #01-01 Singapore 119960