



**SINGAPORE JAIN RELIGIOUS SOCIETY (SJRS)**  
**DONOR DATA FORM FOR REGULAR CONTRIBUTION**

**FOR APPLICANT'S COMPLETION**

Contributor's Name : \_\_\_\_\_

Contributor's Membership ID  
(Leave blank if unsure) : \_\_\_\_\_

Contributor's Address: : \_\_\_\_\_  
Singapore  
( )

Contributor's Telephone No : (H) (0) (HP) \_\_\_\_\_

Contributor's Email Address : \_\_\_\_\_

Contributor's Membership Status  
(Leave blank if unsure) :  Life  Ordinary  Secondary  Non-member

Regular Monthly Contribution  
(Please tick amount) :  \$11  \$21  \$31  \$51  \$\_\_\_\_ (other amt.)

Name, Branch & Address of Bank : \_\_\_\_\_  
Singapore  
( )

My Bank Account Name : \_\_\_\_\_

My Bank Account No: : \_\_\_\_\_

**AUTHORISATION**

I hereby authorise SJRS to initiate and process debits to my/our account each month, not exceeding the limit indicated even though this may result in an overdraft or an increase of the overdraft in my/our account. You are entitled to dishonour such payments and may at your discretion, levy a fee should my/our account not contain the necessary funds. You are under no obligation to ascertain that the name on the record of SJRS is the same as that provided by me and whether or not notice of bill underlying the debit has been given to me.

This authorisation shall continue in force until I have expressly revoked it by written notice delivered to you. You may in your absolute discretion, terminate this arrangement by written notice delivered to my address last known to you.

I agree that you shall not be liable for any losses arising from or in any way connected with you so acting, provided that you act in good faith unless directly caused by or resulting from your employee's wilful default or negligence.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

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**SINGAPORE JAIN RELIGIOUS SOCIETY (SJRS)  
APPLICATION FORM FOR INTERBANK GIRO**

**PART 1: FOR APPLICANT'S COMPLETION (fill in the spaces indicated with ✓)**

Date: ✓ \_\_\_\_\_ Name of Billing Organisation ("BO"): **Singapore Jain Religious Society**

To: My/Our Bank Name ("Bank"): ✓ \_\_\_\_\_ Billing Organisation's Customer's Name: ✓ \_\_\_\_\_

My/Our Bank Branch: ✓ \_\_\_\_\_ Billing Organisation's Customer's Reference (Leave blank if unsure): ✓ \_\_\_\_\_

Payment Limit (Maximum amount to be deducted per transaction basis): <sup>Note</sup> ✓ \_\_\_\_\_ Expiry date for this authorisation: <sup>Note</sup> **Not Applicable**

- (a) I/We hereby instruct the Bank to process the BO's instructions to debit my/our account.
- (b) 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.
- (c) This authorisation will remain in force until
  - (i) the Bank's written notice sent to my/our address last known to the Bank;
  - (ii) upon the Bank's receipt of my/our written revocation; or
  - (iii) upon the Bank's receipt of the notice of expiry from the BO.
- (d) It is the BO's responsibility to inform banks upon the expiry of this authorisation and to ensure no deductions are made thereafter.

<sup>Note:</sup> BOs should print and make clear whether this option is applicable or available to their customers.

My/Our Name (s) as in Bank's record: ✓ \_\_\_\_\_ My/Our Contact (Tel/Fax) Number(s): ✓ \_\_\_\_\_

My/Our Account Number: ✓ \_\_\_\_\_ My/Our Company Stamp/Signature(s)/Thumbprint(s)\*: ✓ \_\_\_\_\_  
*(As in bank's records)*

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

Bank	Branch	Billing Organisation's Account Number	Billing Organisation's Reference Number
7 1 7 1	0 1 7	0 1 7 9 0 2 7 8 4 5	

Bank	Branch	Account Number To Be Debited

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

To: Billing Organisation

This Application is hereby REJECTED (Please tick ✓) for the following reason(s):

Signature/thumbprint# differs from Bank's records       Wrong Account Number

Signature/thumbprint# incomplete/unclear#       Amendments not countersigned by customer

Account operated by signature/thumbprint#       Other reason(s):

\_\_\_\_\_  
Name of Approving Officer                      Authorised Signature                      Date

\* For thumbprints, please go to the branch with your identification. # Please delete where inapplicable



## SINGAPORE JAIN RELIGIOUS SOCIETY (SJRS)

### GIRO FAQ

***To be printed on the reverse of the GIRO application form.***

GIRO is a convenient, cashless mode of making recurring donation to the Singapore Jain Religious Society (SJRS). This approach helps SJRS have sustainable source of funds to help meet the society's operational expenses. To help you better understand the GIRO payment method, here are some answers to the most frequently raised questions on GIRO:

#### **How do I get started?**

Complete this GIRO application form, with your SJRS member name and bank details. Please do not use correction fluid and countersign beside any amendments / corrections / cancellations made. Countersignature must be made by the account holder(s).

Send the filled original form to SJRS postal address:

Singapore Jain Religious Society

Katong P. O. Box 106, Singapore 914304

*Note: For account operated via thumbprint, please bring your NRIC/passport to your bank for the print to be taken and witnessed.*

#### **How long would it take for GIRO arrangement to be effective?**

Continue contributing your donations by cash or cheque until your GIRO arrangement is effected, which typically takes about 21 working days. Your GIRO application is only effective when it first gets reflected in your bank statement.

#### **When will the GIRO deduction be made?**

A deduction will only be made from your bank account between 2<sup>nd</sup> and 3<sup>rd</sup> week of each month. The amount deducted will be reflected in your bank statement and annual report of the SJRS.

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

SJRS will contact you to inform you to pay by other ways. However, you should still maintain sufficient funds in your bank account for the subsequent due date. SJRS will terminate your GIRO if SJRS is unable to make GIRO deductions after 3 consecutive attempts. Please note that **some banks do charge a service fee for unsuccessful GIRO deduction due to insufficient funds.**

#### **Can I terminate this GIRO arrangement?**

You can terminate the GIRO arrangement anytime. Please email to [sjrs@sjrs.org.sg](mailto:sjrs@sjrs.org.sg). SJRS needs to be advised at least 10 working days before the next deduction date.

#### **Can I stop GIRO contribution for a particular month?**

You can stop GIRO contribution for a particular month by email to [sjrs@sjrs.org.sg](mailto:sjrs@sjrs.org.sg). SJRS needs to be advised at least 10 working days before the next deduction date.