

Application for Standing Instruction



For (i) Internal fund transfer within Standard Chartered **Accounts** or
 (ii) Outward fund transfer from Standard Chartered **Savings / Current Accounts**

- Please fill in the form with clear handwriting.
- Use of correction fluid is not allowed, please counter-sign against any amendment made on the form.
- Processing for New Instruction / Amendment to Existing Instruction may take 3-5 working days, please continue to make payment until we confirm in writing upon successful setup.

Part 1 For Applicant's Completion (Please tick where appropriate)

New Instruction **Amendment to Existing Instruction**

Debit From		Type: <input type="checkbox"/> Internal Transfer <input type="checkbox"/> Outward Fund Transfer	
My/Our SCBSL Account No.		Frequency Payment:	Monthly / Quarterly / Half-Yearly / Yearly
My/Our Account Name(s)		Date of First Payment (dd/mm/yyyy)	
NRIC/Passport Number		Date of Final Payment (mm/yy)	
Credit To			
Bank Name		Beneficiary's Name	
Account No.		Payment Description	
Currency/Amount			

DELETE Standing Instruction Last Payment on _____ (dd/mm/yy)

My/Our NRIC/Passport No.		Transfer Amount	
Crediting Bank Account No.		Beneficiary's Name	
Debiting Bank Account No.		Payment Description	

Terms and Conditions:

I/We understand that SCBSL accepts this order upon the following conditions:

1. SCBSL is not obliged to effect payment if the said account is not sufficiently in credit to meet it but in instances where SCBSL at its discretion permits an overdraft to effect any of the payments, I/we shall make good the shortfall in the account upon demand. SCBSL shall be entitled to levy a service charge on rejected items due to insufficient funds.
2. SCBSL may terminate this order at any time by giving notice to me/us in writing.
3. SCBSL shall not incur any liability in respect of payments effected after my/our death or bankruptcy until notice in writing of death or bankruptcy is received by SCBSL.
4. SCBSL shall not incur any liability by reason of any delay, refusal or omission to make any payments or to follow any instructions.
5. SCBSL is not obliged to advise me/us of the payments effected under this order the amount debited being shown in the statement of account.
6. Any alterations and cancellations of the above instructions should be notified to SCBSL at least one month before the payment is due.
7. I/We consent to SCBSL's collection, use, disclosure and processing of my/our information and particulars in this form, in accordance with applicable laws, for the purpose of processing my/our application and effecting this instruction in accordance with applicable laws and otherwise in accordance with SCBSL's privacy policy.
8. I/We agree to be bound by all terms and conditions in this form and those governing my/our relationship with SCBSL.

 My/Our Signature as per SCBSL's signing mandate
 For Thumbprints, please approach the branch with your identification

 Date

Part 2 For Bank's Use

Action By Branch:



Signature / Thumbprint# Verified By: _____

Signing Number: _____

Standard Chartered Bank (Singapore) Limited
Banking Operations Singapore
Tampines Central
P.O. Box 0393
Singapore 915214



Business Reply Service
Permit No. 03609

Postage will
be paid by
licensee. For
posting in
Singapore and
Malaysia only.



DIRECT DEBIT AUTHORISATION FOR PAYMENT OF SCBSL BANKING FACILITIES

- 1) Processing of your Standing instruction may take 3 to 5 working days from receipt of your application.
- 2) Please continue to pay the amount due by Cheque, Phone Banking, Internet Banking, Cash, Cash Deposit Machine or AXS, until you receive our written confirmation that your Standing instruction has been effected.
- 3) If you wish to cancel/alter your Standing Instruction, kindly notify the Bank at least one month before the payment due date.
- 4) Kindly call our 24-hour Phone Banking Team at 1800 747 7000 if you require further assistance. We will be pleased to assist you.