

APPLICATION FORM FOR INTERBANK GIRO FOR ROAD TAX



This form may take you approximately 10 minutes to fill in. Any amendments must be strikethrough and countersigned (use of correction fluid/tape is not acceptable). **Please continue to renew your vehicle's road tax through other renewal channels until you receive our notification that your GIRO application is approved.** Upon completion of Part 1 and 2, please send the form to: VRL Service Operations Division, Land Transport Authority, 10 Sin Ming Drive, Singapore 575701.

PART 1 : FOR APPLICANT'S COMPLETION (Please fill in the shaded areas)

Date (DD-MM-YYYY)										Name of Billing Organisation ("BO")									
To : Name of Bank										Land Transport Authority (LTA)									
Name of Applicant (i.e. Registered Vehicle Owner)										Branch of Bank									
ID*										Country of Issue (Applicable only if ID is Foreign Passport number)									
Contact Information of Applicant (Please put " Nil" if not available)										Mobile No. : _____ Home No. : _____									
Office No. : _____ Fax No. : _____										Email Address : _____									

* Example of ID: NRIC for Singaporean/Permanent Resident/Malaysian; Passport Number for Foreigner; ACRA Registration Number for Company/Business

Paying For		
Road Tax for Vehicle Registration No.:	<table border="1"> <tr> <td style="width: 100px; height: 30px;"></td> </tr> </table> <p>If you wish to add more than one (1) vehicle into the GIRO payment, please include the vehicle number(s) in the box provided above. If you need more space, please provide them in a separate sheet of paper.</p>	
	Renew for (please ✓) ** <input type="checkbox"/> 6 months <input type="checkbox"/> 12 months	
	** This is a one-time deduction for a full 6 / 12 months road tax period. Road tax for weekend / off-peak / classic car (under old or revised scheme) can only be renewed for 12 months. Road tax for commercial vehicle that is more than 10 years old and taxi can only be renewed for 6 months.	

- (a) I / We hereby instruct you to process the LTA's instruction to debit my / our account.
- (b) You are entitled to reject the LTA's debit instruction if my / our account does not have sufficient fund and charge me / us a fee for this. You may also at your 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 terminated by your written notice sent to my / our address last known to you or upon receipt of my / our written revocation through the LTA.

PART 2 : FOR ACCOUNT HOLDER'S COMPLETION (Please fill in the shaded areas)

Name(s) of Account Holder(s) (As in Bank's records)										Company Stamp / Signature (s) / Thumbprint(s) *** of Account Holder(s) (As in Bank's records)									
Bank Account Number of Account Holder(s)																			

***For thumbprints, please go to the respective branch with your identification document

PART 3 : FOR LTA'S COMPLETION

Bank			Branch			LTA's Bank Account Number											Type of GIRO Applicant	
7	1	7	1	0	1	5	0	1	5	0	2	0	2	8	9	0	Asset Owner (i.e. Vehicle Owner)	
Customer Reference Number															Applicant ID			
Bank			Branch			Account Number To Be Debited											Place of Issue	

PART 4 : FOR BANK'S COMPLETION

To : The Deputy Director, VRL Service Operations Division
Land Transport Authority, 10 Sin Ming Drive, Singapore 575701

This Application is rejected for the following reason(s) (Please ✓ the relevant box. # Please delete where applicable.):

- Signature / thumbprint# differs from Bank's record
- Signature / thumbprint# incomplete / unclear#
- Account operated by signature/thumbprint#
- Wrong account number
- Amendments not countersigned by customer
- Others (Please specify) _____

Designation & Name of Approving Officer _____ Company Stamp & Authorised Signature _____ Date _____

NOTES ON INTERBANK GIRO

1. Please note that the Applicant and Account Holder need not be the same person. The Applicant refers to the Registered Owner of the vehicle (person/company) who is liable for the renewal of vehicle's road tax. The Account Holder refers to the person/company whose bank account will be used for the GIRO deduction for the payment arrangement with LTA.
2. The Applicant ID can be Singapore NRIC for Singaporean/Permanent Resident; Malaysian NRIC for Malaysian; Foreign Passport for Foreigner other than Malaysian; ACRA Registration Number for Company / Business; Unique Entity Number for Statutory / Professional Body / Club / Society / Ministry.
3. The Applicant will receive a letter to inform him on the status of the GIRO application (i.e. whether successful or rejected). Please allow approximately 4 weeks for the processing of the GIRO application.
4. The Account Holder(s)' bank will make the necessary deductions from the bank account on LTA's instructions. The deduction will be reflected as "LTA" in the passbook/bank statement.
5. About one (1) month before the GIRO deduction date, LTA will send a GIRO Payment Schedule to inform the Applicant of all the pre-requisite(s) that must be met by the stipulated deadline and the GIRO deduction date. Please ensure that all the pre-requisite(s) are met on time and maintain sufficient funds in the bank account for the GIRO deduction to avoid any charges that may be imposed by the bank or by LTA for each failed deduction. Should an unsuccessful deduction occur, the Applicant will receive a notice to renew the road tax by other channels. Late renewal fee will be imposed if a vehicle road tax is renewed after its expiry date.
6. Upon approval, this GIRO arrangement will continue to be in effect until the Applicant writes in to notify LTA to terminate it. To terminate, the Applicant has to write to:
VRL Service Operations Division (Road Tax)
Land Transport Authority
10 Sin Ming Drive
Singapore 575701

LTA reserves the right to terminate the GIRO arrangement at any time without assigning any reasons for such termination.
7. For enquiries on road tax, please contact LTA at tel: 1800-CALL LTA (1800-2255 582).