

# DINERSPAY PTE LTD



Diners Club (Singapore) Building

7500-E Beach Road #03/04-301

The Plaza Singapore 199595

+65 6416 0887, +65 8920 9201

Email : [staging\\_operations@dinersclub.com.sg](mailto:staging_operations@dinersclub.com.sg)

## REGISTRATION FORM

DINERSPAY is the appointed collection agent to manage the fees on behalf of the Housing Development Board (HDB) for the HDB Staging Ground (HDB SG) project. New users to the HDB SG will have to fill up and submit the softcopy and hardcopy form to the above address before being permitted entry into the disposal sites located at Aviation Park and Tanah Merah. Kindly note that incomplete forms will be rejected.

### A. USER PARTICULARS

NAME OF AUTHORISED FINANCE MANAGER	NAME OF AUTHORISED PROJECT MANAGER
OFFICE PHONE	OFFICE PHONE
EMAIL <sup>①</sup>	EMAIL <sup>①</sup>
TITLE / DESIGNATION	TITLE / DESIGNATION
MOBILE PHONE <sup>②</sup>	MOBILE PHONE <sup>②</sup>

<sup>①</sup> Verification will be sent to the emails provided.

<sup>②</sup> Please ensure that the mobile phone numbers provided are contactable via WhatsApp.

### B. ORGANIZATION PARTICULARS

ORGANIZATION NAME			
ORGANIZATION UEN/ROC	GST NUMBER		
NAME OF AUTHORISED PERSONNEL <sup>③</sup>	VENDORS@GOV	<input type="checkbox"/> YES / <input type="checkbox"/> NO If yes, attach a screenshot of the full details of approved registration with Vendor@Gov	
ORGANIZATION ADDRESS			
POSTAL CODE	EMAIL (Optional)		
SOURCE SITE CODE <sup>③</sup>	PROJECT NAME <sup>③</sup>		

<sup>③</sup> As registered with HDB.

### C. BANKING DETAILS

<b>ACCOUNT HOLDER NAME</b>			
<b>BANK NAME</b>		<b>BANK CODE</b>	
<b>BANK BRANCH CODE</b>		<b>BANK ACCOUNT NUMBER</b>	
<b>BANK SWIFT CODE</b>		<b>BANK ACCOUNT CURRENCY</b>	

### D. DECLARATION

I declare that I am authorised by the above company with regards to the HDB Staging Ground project. All information provided in this application is true and correct to the best of my knowledge and I have not knowingly withheld nor distorted any information. DINERSPAY will not be liable for any incorrect information, and I will update DINERSPAY accordingly whenever necessary.

\_\_\_\_\_  
AUTHORISED SIGNATURE \*

\_\_\_\_\_  
COMPANY STAMP

\_\_\_\_\_  
NAME & DESIGNATION

\_\_\_\_\_  
DATE

\* As per Authorised Personnel listed in Section B.  
Please contact our support team at [staging\\_operations@dinersclub.com.sg](mailto:staging_operations@dinersclub.com.sg) for assistance if required.

# APPLICATION FORM FOR INTERBANK GIRO



DINERSPAY PTE. LTD. 7500E Beach Road The Plaza #03-201 Singapore 199595 Tel: 6416 0887

## PART I : To Be Filled By User

Bank Name: \_\_\_\_\_

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

Account Holder Name  
(as in bank/financial company account): \_\_\_\_\_

Billing Organisation: **DINERSPAY PTE. LTD.** \_\_\_\_\_

My / Our Contact  
(Tel / Fax): \_\_\_\_\_

Bank Branch Code: \_\_\_\_\_

Bank Swift Code: \_\_\_\_\_

My/Our Company  
Being Billed: \_\_\_\_\_

- (a) I/We hereby instruct you to process DINERSPAY's instructions to debit my/our account.
- (b) You are entitled to reject DINERSPAY's debit instruction if my/our account does not have sufficient funds 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 DINERSPAY.
- (d) For submission details, email a scanned copy of the form to: **staging\_operations@dinersclub.com.sg**. Then, submit an original hard copy via the Business Reply Slip, courier to the reception or deposit into the letterbox at the above address.
- (e) By submitting this form and signing hereunder, I confirm that the personal data submitted is true and accurate and that I consent to the collection, use, disclosure and sharing of this data by DINERSPAY for purposes reasonably required to process my application.

My/Our company making GIRO payments :  
\_\_\_\_\_

My/Our Signature(s)/Thumbprint(s)\* & Company Stamp :  
\_\_\_\_\_  
\_\_\_\_\_  
(As in Financial Institution's records) Date \_\_\_\_\_

## Part 2 : For Official Use Only

Name of Party to be credited **DINERSPAY PTE. LTD.**

SWIFT BIC	Bank Account
DBSSSGSGXXX	0 7 2 5 1 5 4 9 7 9

DDA Reference Number

SWIFT BIC	A/C No. to be debited

## PART 3 : To Be Filled By Financial Institution

To: DINERSPAY PTE. LTD.  
7500E Beach Road  
The Plaza, #03-201  
Singapore 199595

Account Holder's Name  
\_\_\_\_\_

SWIFT BIC	Bank Account
DBSSSGSGXXX	0 7 2 5 1 5 4 9 7 9

- To: The Billing Organisation
- This application is hereby REJECTED (please tick✓) for the following reason(s):
- Signature/thumbprint# differs Financial Institution's records
  - Wrong Account Number
  - Signature/thumbprint# incomplete/unclear#
  - Amendments not countersigned by customer
  - Account operated by signature/thumbprint#
  - Others: \_\_\_\_\_

SWIFT BIC	A/C No. to be debited

DDA Reference Number

Verified by Billing Organisation  
\_\_\_\_\_

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

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

**THANK YOU** for applying for  
**Interbank Giro for Dinerspay Account**

Please send us your application with this prepaid Business Reply Folder.

1. Fold along the dotted lines;
2. Put in the required documents (if any) into this folder;
3. Glue or tape the edges of this folder;
4. Mail this folder at your nearest post box.

NO STAMPS REQUIRED



BUSINESS REPLY SERVICE  
PERMIT NO. 00429



**C/O DINERS CLUB (S) PTE LTD**  
ORCHARD P.O. BOX 15  
SINGAPORE 912301  
REPUBLIC OF SINGAPORE

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