

GENERAL INFORMATION ON INTERBANK GIRO FORM (PAYMENT)

1. Applicant must ensure:
 - Completed form is legible.
 - Part 2 is completed by the bank after applicant completes Part 1.
 - To countersign beside any amendment(s)/correction(s)/cancellation(s) made.
Counter-signatures must be made by the account holder(s).
2. Student may attach a copy of bank book showing the name of account holder(s) and bank account number if Part 2 is not completed by the bank.
3. Existing student is required to submit a new form for update of new bank account.
3. Suppliers registered with Vendors@GOV need to update any changes in their particulars (including bank account) at Vendors@Gov digital service.
4. Please mail the **original** completed Interbank Giro form to:

Institute of Technical Education (HQ)
2 Ang Mo Kio Drive
Finance, Blk A Level 6
Singapore 567720
Attn : Financial Administration Officer 1

Students may submit the **original** completed form to the Customer & Visitor Centre at any of the colleges:

ITE College Central
2 Ang Mo Kio Drive
Singapore 567720

ITE College East
10 Simei Avenue
Singapore 486047

ITE College West
1 Choa Chu Kang Grove
Singapore 688236