



DATE: _____ TIME: _____

Management Corporation Strata Title Plan No .4663
GST No.: M90372695R

METHODS FOR PAYMENT OF MAINTENANCE FEE
via INTERNET TRANSFER or BANK STANDING INSTRUCTION

Dear Subsidiary Proprietor,

Attach is a form that you need to complete if you would like to pay your maintenance fee via internet transfer or bank standing instruction.

You are advised to ensure the accuracy of the amount to be credited into **“Management Corporation Strata Title Plan No. 4663”** account number.

Please also indicate **block and unit number as reference number** in the payment transaction.

(For example 110203 – Block 11 Unit #02-03)

Please be reminded that payment are to be made before the expiry of the grace period of 14 days. Otherwise, the late payment interest shall apply.

The Management will continue to send you the invoices for maintenance fee in the manner prescribed not withstanding your mode of payment via internet transfer or bank standing instruction.

If you have any queries, you can contact accounts department at 6291 5355.

Accounts Department
Wisely 98 Pte Ltd
Managing Agent
For & on behalf of
The Management of Symphony Suites

This is a computer generated letter and no signature is required.

**METHODS FOR PAYMENT OF MAINTENANCE FEE
via INTERNET BANKING OR BANK STANDING INSTRUCTION**

(Note: This is not a Giro Form)

Particulars of Subsidiary Proprietor

Name of Subsidiary Proprietor* : _____
(Please provide full name according to strata roll/strata title)

Blk : _____ Unit # _____ Yishun Close Singapore _____

Contact Nos. : _____ (Residence) _____ (Handphone)

Email : _____
(please provide email address for easy electronic communication & for our reply)

Management Fund billing Account No. : _____ (eg: S110203 for Blk 11 #02-03)

*If the owner is a company, application must accompany a letter of authorisation, and application form must be signed by the authorised person with the company stamp.

Acknowledgement

I/We, subsidiary proprietor/s of the above unit at Symphony Suites agree to make payment of maintenance fee by INTERNET BANKING/BANK STANDING INSTRUCTION* (delete accordingly).

I/We understand and agree that it is my/our duty to ensure that my/our bank credit the correct amount of the maintenance fee into the correct **Management Corporation Strata Title Plan No. 4663** bank account failing which, I/we agree that the late payment interest imposed by the management for any shortfall in payment shall still apply to me/us.

By signing this application form I/we expressively give consent to the management for collecting, using & disclosing personal data provided in the form for the purposes of estate management and future communication on matters relating to this estate.

Name: _____

Signature: _____ Date: _____

Please return this completed form by dropping into the management office's letter box at the estate or by post to the address provided in this form.

The management office shall respond to you and provide you bank details after receiving your completed form.