

# CHINESE SWIMMING CLUB



Date of Application: \_\_\_\_\_

## RECURRING CREDIT CARD PAYMENT APPLICATION/MODIFICATION FORM

To apply for a recurring credit card payment arrangement, please complete this form and return by email to [finance@chineseswimmingclub.org.sg](mailto:finance@chineseswimmingclub.org.sg) OR fax to 6345 7134

### PART 1: LIST OF CLUB ACCOUNT(S) TO BE SETTLED BY THIS ARRANGEMENT

1) \*Member's Name: \_\_\_\_\_ CSC Membership No: \_\_\_\_\_

2) \*Member's Name: \_\_\_\_\_ CSC Membership No: \_\_\_\_\_

3) \*Member's Name: \_\_\_\_\_ CSC Membership No: \_\_\_\_\_

(\*As in CSC membership register record)

### PART 2: DETAILS OF CREDIT CARD HOLDER

Name of Cardholder:

(As printed on credit card)

\_\_\_\_\_

Cardholder Contact Details:

[Phone]

\_\_\_\_\_

[Email]

\_\_\_\_\_

Credit Card Number:

\_\_\_\_\_

Type of Credit Card:

MASTERCARD

VISA

(Please  tick accordingly)

Credit Card Expiry Date:

\_\_\_\_\_

(MM/YYYY)

I, hereby instruct Chinese Swimming Club to debit my credit card (as stated in Part 2) in payment for all charges billed to the Club Account(s) as stated in Part 1. This recurring credit card payment arrangement/authorization will continue to be in effect until Chinese Swimming Club (Finance Dept) receives a notification in writing to terminate it. The Club Management reserves the right to terminate this arrangement at any point in time at their discretion.

Cardholder Signature:

(As in credit card account record)

\_\_\_\_\_

### PART 3: TO BE COMPLETED BY CSC FINANCE DEPT

	<u>Processed By</u>	<u>Checked By</u>
Name of CSC Staff		
Initial		
Date		
Remarks		

## **NOTES ON RECURRING CREDIT CARD PAYMENT**

1. This authorization will take effect from member's next billing cycle. Member will see in their monthly Statement Of Account "Your outstanding balance will be deducted by card on dd/mm/yy"
2. Deduction will be made on the 17th of each month. If it falls on a weekend or public holiday, the deduction will be made on the next working day.
3. If you wish to terminate this payment arrangement, please write in to inform us one month in advance before the next deduction date.
4. This application will supercede any inter-bank GIRO arrangement, if any.

**5. If the Club is unable to make the deduction or settlement with your card company for any reason whatsoever, the Club shall not be liable to you for any charges incurred on the credit card as a result of our deduction as authorized herein. Moreover, you shall arrange to settle your outstanding accounts through other modes of payment before the due date, failing which the Club's policy on late payment shall apply.**

6. The Management of Chinese Swimming Club reserves the right to add/amend/delete the terms and conditions to this application as it deems fit.
7. Please call us at 68850687/68850690 if you have further queries on this payment scheme.