



Girl Guides Singapore

Girl Guides Singapore
9 Bishan Street 14 Singapore 579785
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Email: info@girlguides.org.sg
www.girlguides.org.sg

Office Use Only

Date : _____
Receipt No. : _____

GST Reg. No M9-0001339-Y
Payment is inclusive of 7% GST.
Subject to IRAS changes.

Attn : Finance Dept.

RE: ANNUAL SUBSCRIPTION & CAPITATION FEES

Description	No.	Amt/unit Amt/member	Amt
<u>Subscription Fee</u> Number of Units (Coys/Packs)		\$10	
<u>Capitation Fee</u> Number of Guides/Brownies* 1 st Coy/Pack : _____ 2 nd Coy/Pack : _____ 3 rd Coy/Pack : _____		\$5	
<u>Number of Guiders</u> Name of Guider(s) (Pls write all active guiders full name below) 1 st Coy/Pack Captain/Brownie Leader : _____ Lieutenant(s)/Asst BL(s) : _____ & _____ 2 nd Coy/Pack Captain/Brownie Leader : _____ Lieutenant(s)/Asst. BL(s) : _____ & _____ 3 rd Coy/Pack Captain/Brownie Leader : _____ Lieutenant(s)/Asst. BL(s) : _____ & _____		\$5	
TOTAL Amount Payable			

Number of new recruits 2017 : _____

School will pay by IFAAS / Cheque / Cash [~~delete where appropriate~~]

Cheque No. : _____

Cheque Payment Date : _____

School : _____ Division : North / South / East / West

Address: _____ Postal Code : _____

	Name of Guider-In-Charge:	Name of HOD-PE/CCA:	Name of Principal:
Contact No.:			
Email :			

I verify that the above information is correct and true.

Signature of Guider

Signature of HOD-PE/CCA

Date

Date

DATA PROTECTION

Girl Guides Singapore (GGS) will hold and protect all your personal particulars in accordance with the terms of Personal Data Protection Act (Singapore). I agree to be contacted for training programmes/conferences and for my personal data to be transferred to trainers and conference/activity organisers for such purposes.

Instructions

Step 1: Complete the above form by specifying all details clearly (1 form per school).

Step 2: Print it out for signatures of Guider and HOD-PE/CCA

Step 3: Activate payment through IFAAS or write cheque to "Girl Guides Singapore" or by cash.

Step 4: *Payment by IFAAS*

Indicate IFAAS payment date in Capitation form & post/ fax (Fax No: 6259 5452) the Capitation form to Guide House

OR

Payment by cheque

Indicate cheque number in Capitation form & post the following documents to Guide House or submit personally at Guide House with the following documents

1. Capitation form.
2. Cheque - crossed and made payable to "Girl Guides Singapore". Please write your school name and the word "CAPITATION" behind your cheque

OR

Payment by cash

Visit Guide House with the following documents

1. Capitation form.
2. Cash