



This form may take you 10 minutes to complete

Form SI/VC (via GIRO) 01/2018

IMPORTANT: Please read the Important Notes on Page 2 carefully before completing the application. Incomplete/Incorrect form will be rejected. Please sign against all amendments made. DO NOT use correction fluid/tape.

1 Applicant's Particulars

Name as in NRIC (IN BLOCK LETTERS) _____ NRIC/CPF Account No. _____

Contact No. _____ Email _____

2 Standing Instruction

I instruct CPF Board to make monthly deductions of \$ _____ . 0 0 from the bank account stated in the "Apply for GIRO for Mandatory Medisave Contributions or Voluntary Contributions" form for the payment of Voluntary Contributions to my CPF Account.

I am a: ▶ *Please tick ONE option only*

Self-Employed Person

This is in addition to the amount that I am paying for my mandatory Medisave contributions, if any.

Please credit to: ▶ *Please tick ONE option only*

- All my 3 CPF Accounts (Ordinary, Special and Medisave accounts)
- My Medisave Account only

Non Self-Employed Person

Please credit to all my 3 CPF Accounts (Ordinary Account, Special Account and Medisave Account).

OR

3 Declaration & Authorisation

- I declare that all the information given in this form is true and correct.
- I am authorised to instruct the Central Provident Fund Board ("CPF Board") on the amount to be deducted on a monthly basis from the bank account stated in the "Apply for GIRO for Mandatory Medisave Contributions or Voluntary Contributions" form.
- This instruction will remain in force until my written notice to you to change it.

Date

_____/_____/_____
D D / M M / Y Y

Signature/Thumbprint of Applicant

4 What to Do Next?



Complete and return this form to us by mailing it to:
Central Provident Fund Board
Robinson Road P.O. Box 3060 Singapore 905060

For Help



Call our hotline at 1800-227-1188

OR



Visit our website at www.cpf.gov.sg

We will process your application within 3 working days upon receipt of application.

For Board's Use

Accepted and Checked by	Authorised by	Remarks
Name: _____ Date: _____	Date: _____	

Important Notes

1. This form has to be read together with the “Apply for GIRO for Mandatory Medisave Contributions or Voluntary Contributions” form. Deduction from the bank account stated in “Apply for GIRO for Mandatory Medisave Contributions or Voluntary Contributions” form can only be made after the GIRO application has been approved.
2. If you have a SingPass ID, you may visit www.cpf.gov.sg, login with your SingPass and submit an online application for “Standing Instruction (SI) for Voluntary Contribution” via *my cpf* Online Services > My Requests – GIRO Matters. For more information on SingPass, please visit www.singpass.gov.sg.
3. You must submit the **original** copy of this completed form to CPF Board for processing.

Eligibility

1. You must be a Singaporean or Singapore Permanent Resident.
2. You must have never been a bankrupt or must be a discharged bankrupt. If you are an undischarged bankrupt, you must first obtain approval from the Official Assignee to make Voluntary Contributions.

Schedule for Voluntary Contribution GIRO Deductions

1. For instructions received by CPF Board after the 12th of the month, the deduction for the payment of Voluntary Contributions will commence the following month.
2. The date of deduction for Voluntary Contributions is as follows:
 - Non Self-employed: 18th of each month
 - Self-employed: 25th of each month

If the date of deduction falls on a Saturday, Sunday or public holiday, the deduction will be effected on the next working day.

Change/Terminate Standing Instruction (SI)

1. To change your SI, please complete a fresh application Form SI/VC (via GIRO).
2. To terminate your SI, please complete Form SI/VC (via GIRO) and indicate the amount of Voluntary Contributions per month as \$0.00.

Terminate GIRO Arrangement

1. To terminate your GIRO, you may visit www.cpf.gov.sg, login with your SingPass and submit an online application via *my cpf* Online Services > My Requests – GIRO Matters.
2. You can also terminate your GIRO by completing Form DDA/GIRO T. You can download the form at www.cpf.gov.sg under Members > Services > Others Matters > Others.

Refund of Excess Voluntary Contributions

1. If your contributions exceed the CPF Annual Limit, the CPF Board may refund the whole or part of the excess Voluntary Contributions without interest to you.