



## TERMS AND CONDITIONS FOR SEASON PARKING HOLDERS (PUBLIC) AT SCCC CAR PARK

### 1. Payment

- a) On approval of the application,
  - i) if the season parking starts from the beginning of the month, 3.0 month parking fee will be chargeable;
  - ii) if the season parking starts from the middle of the month, 3.5 month parking fee will be chargeable;
  - iii) an administrative charge of \$21.40 is payable for each application
- b) Please complete the GIRO application form. While waiting for Bank's approval, please pay either by PayNow to car park service counter at level 1 or via mail. All cheques must be crossed and made payable to "**SINGAPORE CHINESE CULTURAL CENTRE**". **No cash payment** will be accepted for season parking.
- c) New allotments will take effect 3 working days after approval of application and upon receipt of payment or clearance of cheque.
- d) The season parking fee will be deducted in quarterly blocks. Renewal and GIRO deduction shall be made before the due date, i.e 15<sup>th</sup> of every preceding quarter. If a deduction date falls on Saturday, Sunday or a Public Holiday, deduction will be made on the next working day.
- e) If the first deduction is not successful, the next attempts will be made on the 21<sup>st</sup> and the 27<sup>th</sup> of the month, and the applicant will need to bear the relevant bank charges. Season parking will be terminated if all 3 deductions are unsuccessful. Once terminated, a re-application will be considered a new application which is subject to administrative charges and lot availability, even if arrears are paid in full.
- f) During the re-application period, if applicant wishes to use the carpark, the normal hourly fees will apply.
- g) Suspension of season parking is not permitted.
- h) The season parking fees and other charges are subject to the Goods and Services Tax (GST).

### 2. Cancellation, termination and refund

- a) Season parking holders may cancel/terminate their usage via the SCCC termination form. However, refunds of season parking fees (which have been paid in advance) will only be made if notice of such cancellation/termination is received by SCCC by the 10<sup>th</sup> of the preceding month.
- b) Refunds are based on monthly charges. Any unused days for the current month of notice will not be refunded.

### 3. Usage

- a) Car park users shall:
  - I. be entitled to use the car park all day.
  - II. take all due care and attention and drive safely, whilst in a car park, and
  - III. not damage the car park (including equipment), bring any hazardous or combustible material into the carpark, park their vehicle in unauthorized places, or engage in illegal, offensive or immoral activities within the car park.
- b) Only the designated vehicle stated in the application shall be allowed to enter or leave the car park.
- c) Any change of designated vehicle (eg. vehicle breakdown or sent for servicing) must be reported one day in advance to SCCC Car Park Management Office before driving a replacement vehicle into the car park. Supporting documents for the affected vehicle shall be submitted for verification and approval for the requested changes. During the approval process, any hourly charges incurred will be refunded by SCCC.
- d) Other than for above reasons, an administrative fee of \$21.40 (inclusive of GST) will be imposed for every change, and hourly rate charges will apply until the request is approved.
- e) Vehicles will be wheel-clamped for indiscriminate, unauthorized or illegal parking. Vehicle will be towed away for causing obstruction or being a nuisance to other users of the car park. Users will need to pay an administrative fee of \$107.00 (inclusive of GST) for removal of wheel-clamp and S\$214.00 (inclusive of GST) for claiming of towed away vehicle.
- f) Season parking holder are liable for any damages caused to the car park and any SCCC property.
- g) Smoking is strictly prohibited within the car park premises.
- h) The season parking holder will not have exclusive use of any particular parking lot.
- i) SCCC reserves the rights to terminate the season parking if the season parking holder is found to be in breach of any of the above terms and conditions. Any unused days for the period will not be refunded.
- j) SCCC reserves the rights to withdraw, not to issue or terminate existing season parking of any vehicles at any time. Any unused days for the period will be refunded.
- k) SCCC reserves the rights to close the car park for a whole day or more. No compensation will be given to vehicle owner.
- l) The terms and conditions herein may be changed without prior notice.
- m) SCCC reserves the rights to revise the season parking rate.

### 4. Disclaimer of liability

- a) Vehicles are parked at the vehicle owner's or driver's own risk. SCCC shall not be liable for any loss or damage caused, whether due to negligence or otherwise, to any vehicle moving in and out of, or parked in the car park.

# GIRO Application Form



Please mail the completed GIRO application form to:

Singapore Chinese Cultural Centre  
1 Straits Boulevard  
#11-01 Singapore 018906  
Reg No 201309577Z  
Attn: Finance Dept  
Please complete Part 1 of this form and return it to SCCC. For enquires, call 6812 7600

## Part 1: For Applicant's Completion

Date (dd/mm/yy)

Name of Billing Organisation ("BO"):

**Singapore Chinese Cultural Centre**

To: Name of Bank Financial Institution

Company /Customer Name:

- a) I/We hereby instruct the Bank to process the SCCC's instructions to debit my/our account.  
b) The Bank is entitled to reject SCCC's debit instruction if my/our account does not have sufficient funds and charge me/us a fee for this. The Bank may also at its discretion allow the debit even if this results in an overdraft on the account and impose charges accordingly.  
c) This authorisation will remain in force until  
(i) the Bank's written notice sent to my/our address last known to the Bank;  
(ii) upon the Bank's receipt of my/our written revocation; or  
(iii) upon the Bank's receipt of the notice of expiry from the BO.

Bank Account Holder's Name(s):

Contact (Telephone/Handphone) Number(s):

Bank Account Number:

Company Stamp/Signature(s)/Thumbprint(s)\*:

## Part 2: For Singapore Chinese Cultural Centre's Completion

<b>SWIFT CODE</b>	<b>SCCC's Bank Account No.</b>
<b>DBSSSGSG</b>	<b>003-935167-4</b>

**Customer Giro Reference Number:**

<b>SWIFT CODE</b>	<b>Account No. to be debited</b>

## Part 3: For Bank's Completion

To: Singapore Chinese Cultural Centre

This application is hereby **REJECTED** (please tick) for the following reason(s): (#Please delete where inapplicable)

- Signature/Thumbprint # differs from Bank's or Financial Institution's records       Wrong account number  
 Signature/Thumbprint # incomplete/unclear #       Amendments not countersigned by customer  
 Account operated by Signature/Thumbprint #       Others : \_\_\_\_\_

\_\_\_\_\_  
Name of Approving Officer

\_\_\_\_\_  
Authorised Signature

\_\_\_\_\_  
Date

**NOTE : Faxed copy of the GIRO application form will not be accepted as the bank requires your original signature for verification.**

\* For thumbprints, please go to the branch with your identification.  
# Please delete where inapplicable

SCCC/F-2019-001