

**ZAKAT AUTO-DEDUCTION SERVICE AUTHORISATION FORM**  
**(FOR AL-WADI'AH PERSONAL ACCOUNT HOLDERS ONLY)**

**1 DETAILS OF ACCOUNT HOLDER(S)**

*Account holder must be a Muslim*  
Name (Dr/Mr/Mrs/Ms/Mdm)

NRIC No.:

*Joint Account holder must be a Muslim*  
Name (Dr/Mr/Mrs/Ms/Mdm)

NRIC No.:

**2.1 DETAILS OF ACCOUNTS TO BE INCLUDED UNDER THE ZAKAT AUTO-DEDUCTION SERVICE**

Account Name	Account Number
Account 1 _____	_____
Account 2 _____	_____
Account 3 _____	_____
Account 4 _____	_____
Account 5 _____	_____

**2.2 SOURCE OF INCOME FOR EACH ACCOUNT**

UNDER SECTION 14(1)(G) OF THE INCOME TAX ACT, ZAKAT CONTRIBUTION IS AN ALLOWABLE EXPENSE WHICH IS DEDUCTIBLE AGAINST THE CONTRIBUTOR'S INCOME. PLEASE COMPLETE THE COLUMN "SOURCE OF INCOME" TO INCLUDE YOUR ZAKAT CONTRIBUTIONS IN YOUR INCOME TAX CLAIMS. THE SOURCES OF INCOME ARE LISTED BELOW FOR YOUR INFORMATION. THESE CLAIMS WILL BE AUTO INCLUDED IN YOUR TAX ASSESSMENT.

\*Source of Income

Account 1 \_\_\_\_\_  
 Account 2 \_\_\_\_\_  
 Account 3 \_\_\_\_\_  
 Account 4 \_\_\_\_\_  
 Account 5 \_\_\_\_\_

\* Source of Income

01 Trade 02 Employment 03 Dividend 04 Interest 05 Rental 06 Others 07 Not Applicable

**SECTION D: DECLARATION AND ACCEPTANCE**

In consideration of Oversea-Chinese Banking Corporation Limited ("OCBC Bank") processing my/our application for the *Zakat* Auto-Deduction Service, I/we hereby declare, warrant and agree:-

- (a) that all information submitted above or otherwise in connection with this application are true and accurate in all respects;
- (b) that I/we have read, understand, accept and agree to the Terms and Conditions for *Zakat* Auto-Deduction Service (as they may be amended from time to time);
- (c) (where there is more than one applicant) to be jointly and severally liable and responsible for all obligations arising from the *Zakat* Auto-Deduction Service and our joint account(s) with OCBC Bank;
- (d) and authorise the transfer of any information relating to me/us and any customer information (as defined in the Banking Act Chapter 19) to and between the branches, subsidiaries, representative offices, affiliates and agents of OCBC Bank and third parties selected by any of them wherever situated (including the Islamic Religious Council of Singapore (Muis)), for confidential use in connection with the provision of the *Zakat* Auto-Deduction Service to me/us.
- (e) I/we undertake to give OCBC Bank notice in writing of any change in particulars given above and (where required) to submit relevant documentary proof to OCBC Bank for any change of the particulars given above; and
- (f) that this authorisation shall remain in force in the terms set out herein until OCBC Bank receives notice to the contrary signed by me/us.

**With this, I intend to pay ZAKAT on wealth which is obligatory on me and which amount will be deducted from my account every year, for Allah Ta'ala.**

Signature of Main Applicant

Date

Signature of Joint Applicant

Date

*For thumbprint, please visit any OCBC branch*

**TERMS AND CONDITIONS FOR ZAKAT AUTO-DEDUCTION SERVICE**

1. In these terms and conditions, except to the extent that the context requires otherwise, the following terms shall have the following respective meanings:  
"OCBC Bank" means Oversea-Chinese Banking Corporation Limited.  
"Muis" means the Islamic Religious Council of Singapore.  
"Zakat Auto-Deduction Service" means the service provided by OCBC Bank free to individual customers who maintain *Al-Wadi'ah* deposit accounts with OCBC Bank, where *Zakat* Contributions are debited from and which are credited to an account maintained by Muis with OCBC Bank.  
"Zakat Contributions" means the *Zakat* contributions calculated by OCBC Bank in accordance with conditions of *Zakat*, which formulae has been verified by Muis. *Zakat* is calculated on a single account only.
2. An application for the *Zakat* Auto-Deduction Service shall be made on an authorisation form provided by OCBC Bank ("Authorisation Form"). You understand that OCBC Bank has the right not to approve the application at its absolute discretion. You understand that in the event that your application is rejected, OCBC Bank is not under any obligation whatsoever to render you any reason or explanation.
3. Unsuccessful applicants will be notified via post. Successful applicants may check the status of their applications by calling OCBC Customer Service Hotline at 1800 438 3333 or visit any OCBC Bank branch islandwide.
4. You hereby authorise OCBC Bank to debit your *Al-Wadi'ah* account(s) (as stated by you in the Authorisation Form) on the 15th day of each month for an amount equivalent to the *Zakat* Contributions and to credit such amount to the account maintained by Muis with OCBC Bank. You understand that OCBC Bank may, in certain months, refuse to act on your authorisation at its absolute discretion. In such an event, OCBC Bank is not under any obligation whatsoever to render you any reason or explanation.
5. You agree that any moneys debited from your *Al-Wadi'ah* deposit account maintained with OCBC Bank shall be credited to the account maintained by Muis with OCBC Bank within 3 business days.
6. Receipts for *Zakat* Contributions for purposes of income tax relief claims will be issued to you by Muis upon request.
7. In the event that a dispute or controversy (each a "Dispute") arising out of or in relation to the *Zakat* Contributions, such Dispute shall be settled through mutual consultations between the parties. In case such Dispute cannot be resolved through consultations within 30 business days after the date of notification of the existence of the Dispute by one party to the other party, then such Dispute shall be resolved by submission to Muis for clarification. The decision of Muis shall be final and binding upon the parties.
8. OCBC Bank shall not be liable to you nor shall you have any claim against OCBC Bank for any failure to carry out or effect the *Zakat* Auto-Deduction however caused including but not limited to malfunction or partial or total failure of any data processing system, computer teletransmission, telecommunications system or other circumstances beyond the control of OCBC Bank and its employees.
9. You hereby unconditionally and irrevocably undertake to keep OCBC Bank fully indemnified from and against all loss, damage, costs, claims, demands, actions, proceedings or other liabilities whatsoever which you may incur or suffer in connection with the provision of the *Zakat* Auto-Deduction Service.
10. You may terminate the *Zakat* Auto-Deduction Service by giving OCBC Bank one (1) month's prior notice in writing. OCBC Bank may also, upon fourteen (14) days prior written notice (or such period as OCBC Bank may determine) terminate the *Zakat* Auto-Deduction Service.
11. OCBC Bank may at any time at its absolute discretion and upon written notice to you, change any one or more of these terms and conditions. Such change(s) shall take effect from the date stated in the notice, which in most instances, shall be no less than 30 days from the date of the notice. Where you continue to utilise the *Zakat* Auto-Deduction Service after such notification, you shall be deemed to have agreed with and accepted the amendments. If you do not accept any such amendments, you shall forthwith terminate the *Zakat* Auto-Deduction Service. OCBC Bank may notify you of any changes to these terms and conditions by:-
  - a. publishing such changes in the statements of account to be sent to you;
  - b. displaying such changes at OCBC Bank's branches or automated teller machines;
  - c. posting such changes on the OCBC Bank's website;
  - d. electronic mail or letter;
  - e. publishing such changes in any newspapers; or
  - f. such other means of communication as OCBC Bank may determine in its absolute discretion.
12. In the event that OCBC Bank decides in its absolute discretion to discontinue the provision of the *Zakat* Auto-Deduction Service permanently, OCBC Bank shall give written notice of such discontinuation to you. Such discontinuation shall take effect from the date stated in the notice, which in most instances, shall be no less than 30 days from the date of the notice.
13. These terms and conditions shall be governed by and construed in accordance with the laws of Singapore. You hereby submit to the exclusive jurisdiction of the courts of Singapore. A person who is not a party to any agreement governed by these terms and conditions has no right under the Contracts (Rights of Third Parties) Act to enforce any of these terms and conditions.

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BRAS BASAH POST OFFICE  
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