





eDDA setup for Citibank

On your desktop/laptop, login to [Members' Portal](https://stcoop.sg/tls/User/Login) (<https://stcoop.sg/tls/User/Login>) using your Staff No., Password and click on the "I'm not a robot" or alternatively you can login using your Singpass credentials. After login, you will be automatically brought to the set-up page.

ESTEEMEDIA CO-OPERATIVE LTDHome

**\*STAFF NO.**

**\*PASSWORD**

I'm not a robot   
reCAPTCHA  
Privacy - Terms

Log In

or

Log in with singpass

» New User (Newly Joined) click here.  
» Forgot your Password (Existing Member) reset here.

**IMPORTANT :**

Dear Members, from 1 September 2019, you will no longer use your NRIC to login and access the e-services. Instead, please use your **Staff Pass ID number** as your Username to login. Please [contact us](#) if you encounter any problems with your login.

For security reasons, do not share your password and you are encouraged to change your password of 8 to 16 alphanumeric combinations regularly or at least once every 90 days. Thank you.

Review the Announcement and Terms & Conditions and click Agree to continue.

The screenshot shows the website interface for EsteemMedia Co-operative Ltd. At the top left is the logo, and at the top right is the company name. A navigation menu includes links for Home, My Info, Financial, Loan, Withdraw, Terminate, Deduction Change, Particular Change, CGF, and Edit Password. A Logout link is positioned below the menu. The main heading is 'Deduction - Direct Debit Authorization Setup'. A white modal window is centered on the screen, containing the following text:

**Announcement**

EsteemMedia Co-operative requires all members to setup Electronic Direct Debit Authorisation (eDDA) for your monthly contribution to the Co-operative. Kindly proceed with the setup.

**Terms & Conditions**

A. By submitting this application, I am instructing the Bank to process the Co-operative's instructions to debit from the stated bank account for my monthly subscription payment to the Co-operative.

B. The Bank is entitled to reject the Co-operative's debit instruction if my account does not have sufficient funds and levy a fee on me. The Bank may also at its discretion allow the debit even if this results in an overdraft on the account and impose charges on me accordingly.


C. This authorisation will remain in force until (i) the Bank's receipt of my authorisation to terminate my GIRO arrangement; (ii) the expiry of my GIRO arrangement; (iii) the closure of my bank account; (iv) superseded by a new GIRO application.

D. Each member should only maintain ONE eGIRO account with the Co-operative, for monthly subscription deduction purposes.

Below the modal window, there is a blue 'Agree' button. Further down the page, there is a paragraph of legal disclaimer text and a blue 'Submit' button.

Ensure your name is as per NRIC and your NRIC is correct  
Click and select your preferred "Bank" from dropdown list.  
Tick the checkbox and click "submit".

You may want to note down the DDA Reference No. which is required for queries with Bank or our vendors.



# ESTEEMEDIA CO-OPERATIVE LTD

Home My Info Financial Loan Withdraw Terminate Deduction Change Particular Change CGF Edit Password Logout

## Deduction - Direct Debit Authorization Setup

**Name:**

**NRIC:**

**Check that Name and NRIC are correct**

**DDA Reference:** BOSTR0024G01STR20240917021846433326

**Bank Name:**

**Read and select checkbox**

By providing and submitting the information as set out on this portal, you consent to the Co-operative processing of the information in Singapore and overseas, as well as the disclosure to and subsequent use with:

- the provision of electronic banking services and for any other purposes connected with your access to the Co-operative's services;
- Electronic Direct Debit Authorisation (eDDA), accessing and using the DDA services, and enabling processing of payments;
- the monitoring and enforcement of compliance with applicable terms and conditions; and
- to comply with applicable laws, including anti-money laundering and anti-terrorism laws.

Please ensure that you are duly authorised to submit the information, and such information is accurate and complete.

The Co-operative and its service provider(s) shall not, in any event, be liable for any loss, expense, damage or injury arising from or in connection with (i) any inaccuracy or incompleteness of the information entered by you or the Co-operative; (ii) any omission, interruption, delay in transmission, computer virus or other malicious, destructive or corrupting data or information; or (iii) any services pursuant to which you are providing and submitting the information on this portal.

If you encounter any issues and/or require assistance, please click **here** to refer to our User Guide or alternatively you can contact us at 63191123 or email at [tlsche@sph.com.sg](mailto:tlsche@sph.com.sg).

**Click Submit**

**Submit**

Bank of China Limited

**Bank of China Limited**

Citibank Singapore Limited

DBS Bank Ltd

HSBC Bank (Singapore) Ltd

Industrial & Commercial Bank Of China

MariBank Singapore Private Limited

Maybank Singapore Limited

Oversea-Chinese Banking Corporation Ltd

Standard Chartered Bank, (Singapore) Limited

United Overseas Bank Ltd

You will be brought to Citibank's Online Banking website. Select Citibank Online and login with your credentials.



PLEASE CHOOSE THE REGION TO SIGNON :

**Citibank Online**

**Citibank - IPB**

EGIRO ARRANGEMENT INSTRUCTIONS

You have entered a Citibank secured website. By proceeding, please note you agree to the Citibank Online User Agreement.

&



Login with your credentials.

CITIBANK SINGAPORE

To continue with your application, please enter your Citibank Online User ID and Password

Please enter your username

User ID

Please enter your User ID. Your 16-digit card number will not be recognised.

Password

[Register](#)


[Forgot UserID or password](#)

You will be redirected to product sign up page after resetting your password

**SIGN ON**

[I have an existing Citibank Current or Savings Account](#)

Ensure the Billing Organisation is listed as “EsteeMedia Co-operative Ltd”.  
Select the bank account to pay from. From Date is compulsory please set up the From Date (as today).  
To date and Max Amount are optional please leave it blank and click “CONTINUE”.



## EGIRO CREATION REQUEST

Welcome Your Name

HERE ARE YOUR PAYMENT DETAILS, PLEASE SELECT AN ACCOUNT TO MAKE PAYMENT.

**Billing Organization**  
EsteeMedia Co-operative Ltd

**Transaction Reference Number**  
BOSTR0024G01STR20240915044652882709

**Application ID (NRIC / FIN / Passport / UEN)**  
NRIC

**From Date**

**To Date**

**Max Amount**

**Source Account**

**DISCLAIMER :**

**From Date is COMPULSORY**  
Please set up From Date (as today) to continue

**Source Account**  
Please select source account

**To Date is OPTIONAL**  
Please leave it BLANK

**Max Amount is OPTIONAL**  
Please leave it BLANK

Please review the details and click submit.

**Billing Organization**

EsteeMedia Co-operative Ltd

**Transaction Reference Number**

BOSTR0024G01STR20240915044652882709

**Application ID (NRIC / FIN / Passport / UEN)**

NRIC

**From Date**

15/09/2024

**To Date**

9999-12-31

**DISCLAIMER :**

1. By completing this eGIRO Request and clicking "Next", I acknowledge that

i. I have read, understood and accept the terms and conditions of the Citibank Online User Agreement, in particular the section "eGIRO Scheme Services".

ii. I warrant and undertake that all information provided in connection with the request are complete, true and accurate in all respects and that you shall not be under any obligation to assess or verify the reasonableness, completeness, truth, accuracy, authenticity or contents of such information.

2. Information pertaining to the Billing Organisation ("BO") are as received from the BO and not under the purview of Citibank Singapore Limited.

**Source Account**

Your Account

**Max Amount**

200000

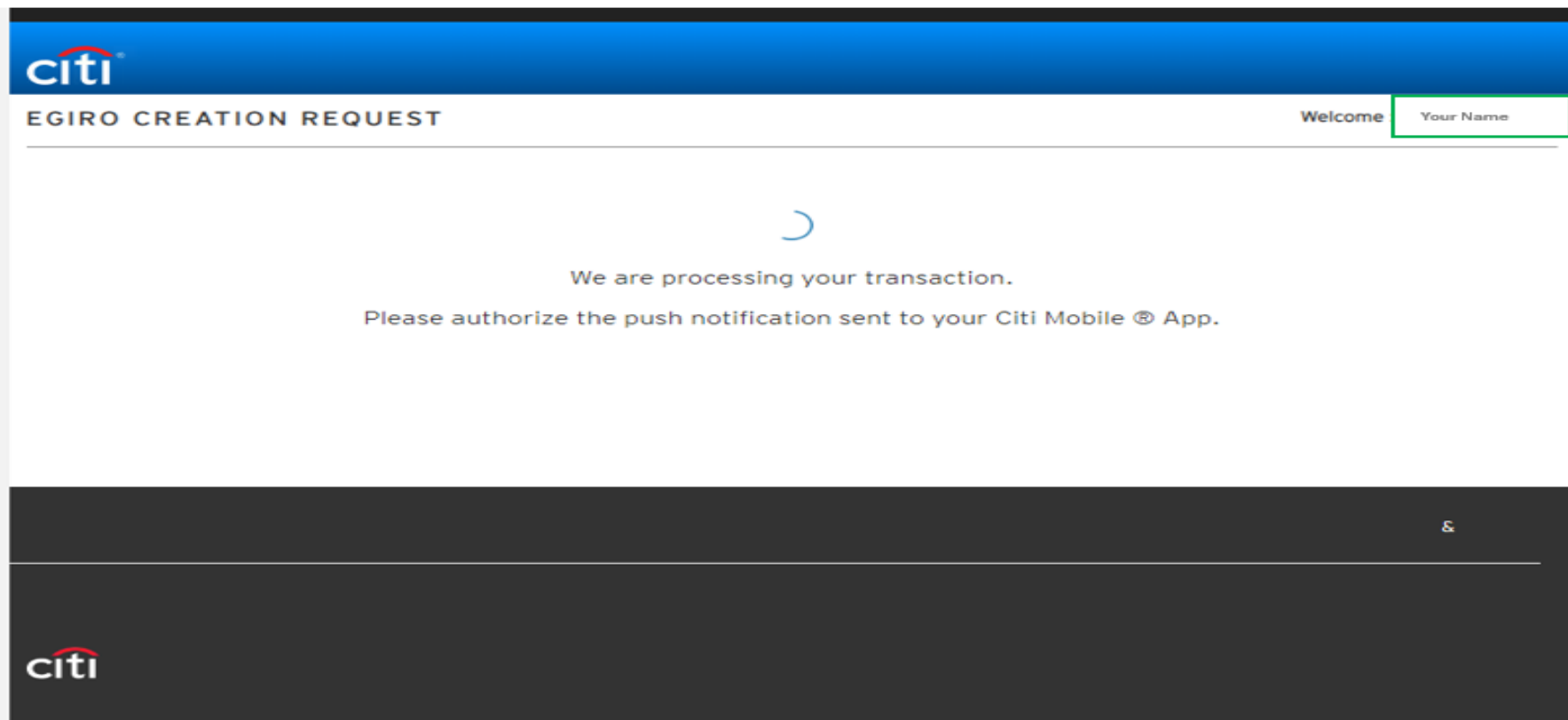
[← Back](#)

[Cancel](#)

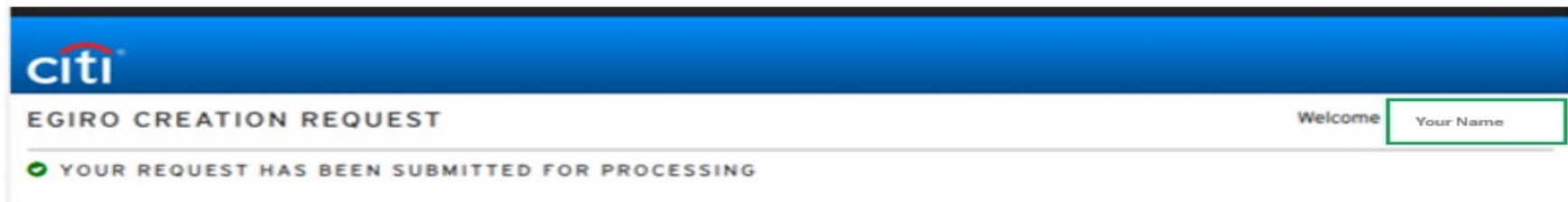
[Submit](#)



Citibank will show this screen while you perform the 2FA with Citibank app on your smartphone.



Upon successful submission, Citibank will return this screen to complete the setup.



The image shows a confirmation screen from Citibank. At the top left is the Citibank logo. The main heading is "EGIRO CREATION REQUEST". On the right side, there is a "Welcome" message followed by a green-bordered box containing the text "Your Name". Below the heading, a green checkmark icon is followed by the text "YOUR REQUEST HAS BEEN SUBMITTED FOR PROCESSING".

**citi**

**EGIRO CREATION REQUEST**

Welcome **Your Name**

**✔ YOUR REQUEST HAS BEEN SUBMITTED FOR PROCESSING**

Review details and click “Redirect to BO” from this screen. Browser will re-direct back to our Members’ Portal after a short while.

**Billing Organization**

EsteeMedia Co-operative Ltd

**Transaction Reference Number**

BOSTR0024G01STR202

**Application ID (NRIC / FIN / Passport / UEN)**

NRIC

**From Date**

15/09/2024

**To Date**

9999-12-31

**DISCLAIMER:**

Your request has been submitted for processing. To complete the authorization process, Click on “Redirect to BO” to be redirected to the Billing organization and follow the instructions on the Billing Organisation page. Please do not close the browser as it will invalidate the authorization.

**Source Account**

Your Account

**Max Amount**

200000

Print

**Redirect to BO**

Ensure that the message on the EsteeMedia Co-op page indicates that your online GIRO application has been received by the bank.



# ESTEEMEDIA CO-OPERATIVE LTD

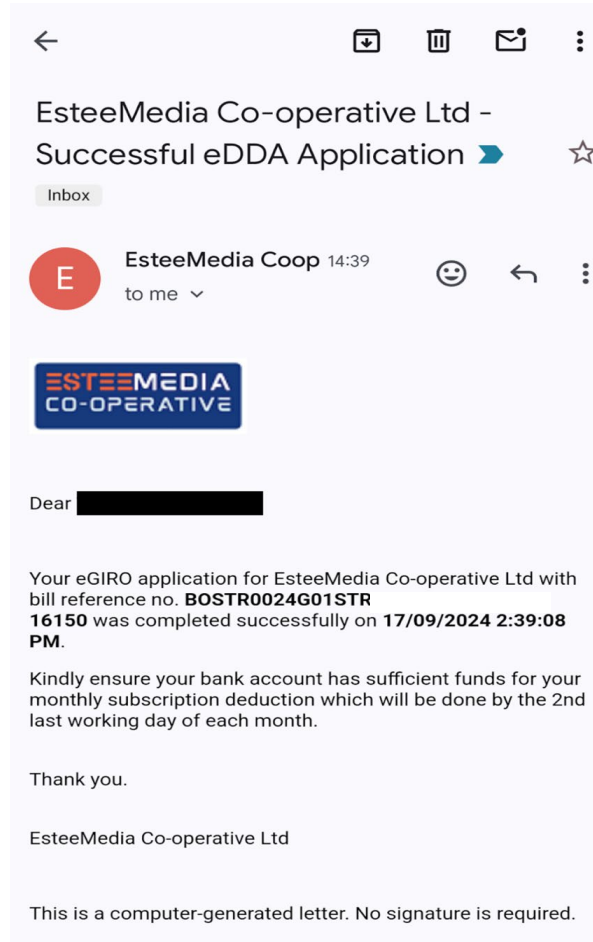
- Home
- My Info
- Financial
- Loan
- Withdraw
- Terminate
- Deduction Change
- Particular Change
- CGF
- Edit Password
  
- Logout

## Deduction - Direct Debit Authorization Setup

Your online GIRO application has been received by the bank. The Co-operative will inform you of your application status through email.

<b>Name:</b>	██████████	<b>NRIC:</b>	██████████
<b>Transaction Reference:</b>	BOSTR0024G01	6150	<b>Date:</b> 17-09-2024 10:30 PM

An email will be sent from EsteeMedia Co-op to notify you of the successful eDDA application.



An SMS (**within 24 hours after your eDDA application**) will be sent to you from Citibank to notify you that a GIRO application has been submitted.

Your eGIRO setup application for EsteeMedia Co-operative Ltd with bill ref ending with 0692 on 17-SEP-2024 has been submitted. If unauthorized, please call our CitiPhone hotline available on our Citibank website.

Ensure there is GIRO record set up in your online bank account – this may take up to 24 hours to be reflected in your online bank account.

EsteeMedia Co-operative Ltd	XXXXXX	SGD	200000	2024-09-17	ACTIVE	<input type="button" value="+"/>
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Thank you for setting up your eDDA!