



Samaan Grove Community Association Limited

Payment Option for Service Fees

**STANDING ORDER INSTRUCTIONS / DIRECT DEPOSIT / ONLINE ACH
TRANSACTIONS / CASH DEPOSITS / CHECKING DEPOSIT**

Bank Name: Scotiabank Trinidad and Tobago Limited
Bank Address: Gulf City Boulevard, Lowlands, Tobago
Branch Number: 12005
Account Number: 11201309
Account Name: Samaan Grove Community Association Limited
Checking Type: Checking Account

Notations

1. If you utilise the fast deposit facility located at Scotiabank branches, please complete the envelope with the branch information and account number listed above. It should be noted only check deposits will be allowed through this option as mandated by Scotiabank Trinidad and Tobago.
2. If you utilise the teller facility to deposit cash/checks at Scotiabank, please request your reference information to be included in your transaction.
3. If processing from your RBC Online Banking, the account number will comprise of both the branch number and account number – 1200511201309
4. If processing from FCB Online Banking, the account number will comprise the branch number and account number – 1200511201309.
5. If processing from your Republic Bank Online Banking facility, the account number will comprise both the branch number and account number – 1200511201309.



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6. For all payments, please provide the following information - Payment Details, Reference Information/Number, Name of Client and Invoice Number.
7. For payments processed via Scotiabank fast deposit facility or teller transactions, a deposit slip/transaction slip must be scanned and emailed to customerservice@samaangrove.com and accounts@samaangrove.com. This will allow us to verify payments. If no formal correspondence is made, there will be a delay in updating your account.
8. For payments made via bank-to-bank ACH facility (online banking – RBL, FCB & RBC), please input your information in the reference field of the transaction and forward a screenshot of the transaction to customerservice@samaangrove.com and accounts@samaangrove.com.