

AMERICAN EXPRESS® GOLD CORPORATE CARD

**Cardmember Application, Individual Liability**

(For Employees of Accenture)

Completion of all fields is mandatory.

**Personal Information**

Name as desired on the Corporate Card (Maximum 22 characters including word space):

\_\_\_\_\_

Title:  Mr.  Mrs.  Ms.  Other \_\_\_\_\_  
(Please specify)

Gender:  Male  Female  Other

Name of Applicant: \_\_\_\_\_  
(Name provided should match your Proof of Identity)

First Name (in full)

Middle Name (in full, if applicable)

Surname (in full)

Nationality: \_\_\_\_\_ Date of Birth: \_\_\_\_\_  
DD MM YYYY

PAN/GIR No.: \_\_\_\_\_  
(Preferably attach the PAN Card Copy for verification)

Please provide your Passport or Driving Licence No., along with its date of expiry:

Passport No.: \_\_\_\_\_ Date of Expiry: \_\_\_\_\_  
DD MM YYYY

Driving Licence No.: \_\_\_\_\_ Date of Expiry: \_\_\_\_\_  
DD MM YYYY

Permanent Address: \_\_\_\_\_  
(including City and State)  
(Please ensure that the address declared matches with that in the KYC Document attached)

Pincode: \_\_\_\_\_

Telephone No.: \_\_\_\_\_  
With STD Code

Mobile No.: + 9 1 \_\_\_\_\_  
All SMS alerts related to the Card account will be sent to the registered mobile number provided here.

Address to which we should mail your correspondence?

Are You a current/past American Express Cardmember?

Work / Correspondence address  Permanent address  Yes  No

If yes, please give Card number(s):

3 7 | | | | | | | | | | / 3 7 | | | | | | | | | |

E-mail: \_\_\_\_\_

All communication regarding your Corporate Card (including your statement alert e-mails) will be sent to this ID.

**Work Related Information**

Corporation Name (Company): \_\_\_\_\_

Corporate ID: \_\_\_\_\_ Employee ID: \_\_\_\_\_

Work Address / Correspondence Address: \_\_\_\_\_  
(including City and State)

Pincode: \_\_\_\_\_

Work Telephone: \_\_\_\_\_ Extn.: \_\_\_\_\_ Fax: \_\_\_\_\_  
With STD Code With STD Code

Your Designation: \_\_\_\_\_ Years with Company: \_\_\_\_\_  
YY MM

Gross Annual Taxable Income (In Rupees): \_\_\_\_\_ Official E-mail: \_\_\_\_\_

If you have worked for less than one year with the current Company, please provide details of your previous employer:

Company Name: \_\_\_\_\_ Your Designation: \_\_\_\_\_

City: \_\_\_\_\_ Telephone No.: \_\_\_\_\_

**Express Cash Facility**

Yes, please enrol<sup>1</sup> me for the Express Cash Facility.  No, I do not wish to enrol<sup>1</sup> for the Express Cash Facility.

<sup>1</sup> This request will be valid and processed only if your Company is enrolled for this facility.

## Membership Rewards\*

Yes, please enrol me in the American Express Membership Rewards Programme. I agree to be bound by all the terms and conditions of enrolment<sup>2</sup>. If yes, please tick (✓) the appropriate box.

Please enrol me in the Membership Rewards Frequent Traveler Option. I agree that a fee of ₹ 1,500 will be billed to my Corporate Card Account each year.

Please enrol me in the Membership Rewards Non-Frequent Traveler Option. I agree that a fee of ₹ 450 will be billed to my Corporate Card Account each year.

<sup>2</sup> Confirmation of your enrolment will be sent separately and is subject to your Company's declaration to participate in the Membership Rewards Programme. Membership Rewards terms and conditions apply. For details log on to [www.americanexpress.co.in/rewards](http://www.americanexpress.co.in/rewards)

## Agreement and Signatures

### Declaration by the Individual:

I am applying to American Express Banking Corp. ("AEBC") for an American Express Gold Corporate Card ("Corporate Card") and agree to comply with the terms of the agreement, which shall be sent along with my Corporate Card. I certify that the information given above in support of my application is true and correct. I acknowledge and consent to AEBC verifying the information with my employer and any other sources that it may deem fit. I further agree to provide any further information that AEBC may require to evaluate and approve my application.

I also authorise AEBC to confirm and exchange credit information about the Company/applicant's Account from any source including but not limited to Banks and Credit Bureaus. I authorise AEBC to share and use my personal information (other than my financial information) provided in this application and transaction details of the Company Account for availing any special benefits or services by the Company/applicant under the Corporate Card and for any marketing purposes. I understand that my personal and sensitive information shall be stored, used and shared by AEBC in accordance with its Privacy Policy<sup>7</sup>.

I acknowledge and agree that both AEBC, and the Company shall have access to all records arising out of usage of my Corporate Card Account. I understand, agree and undertake that upon issuance of the Corporate Card, I will be personally and solely liable for all charges incurred on it. I understand that my Corporate Card will be issued at the sole discretion of AEBC and if approved will be delivered to me within 15 working days of my complete application with all supporting documents being received by AEBC.

I accept that the additional factor of authentication is mandated by RBI vide letter DPSS.PD.CO.No.223/02.14.003/2011-12, dated August 4, 2011 and use of such cards for travel related Card Not Present (CNP) transactions without such additional factor of authentication carries security risk and such cards are vulnerable to frauds.

I agree that any information provided in this application form, or otherwise collected during the operation of the Corporate Card may be disclosed by AEBC for use and retention by the Company and its affiliate, parent, subsidiaries and group companies and their respective service providers and/or processors.

I confirm that I have read, understood and accepted the Most Important Terms and Conditions ("MITC") for the American Express Corporate Card available at [www.americanexpress.co.in/mitc](http://www.americanexpress.co.in/mitc) in compliance of the Master Circular on Credit Card, Debit Card and Rupee Denominated Cobranded Prepaid Card operations of banks issued by the Reserve Bank of India and agree to sign this undertaking.

I do hereby solemnly declare that the information provided above is true to the best of my knowledge and belief. The document/s provided as KYC document/s have been self-attested. I have also attached my recent photograph to this application.

Notwithstanding the name as mentioned or declared by me on the application form, AEBC shall have the right to update and record the name as it appears on any of the KYC documents provided by me and the same shall be used by AEBC for the purposes of verification/credit check/communication/ identification/ Account set-up, etc. Further, for the purpose of PAN validation/verification, I do hereby authorize AEBC to consider and treat my name appearing on the PAN website as my correct name even if there exists a slight mismatch due to truncation/abbreviation/use of initials/missing of middle name etc., between such name and my name as embossed on PAN card and I understand that this would be subject to additional checks and validation requirements by AEBC.

I hereby undertake to notify and submit requisite documentary proof thereof (if required by AEBC) to AEBC of any change in any of the information provided by me in this application form and/or any related documents, the e-mail ID, telephone number, mobile number, address etc., and further authorize AEBC to update such information in AEBC's records. I further authorize AEBC to treat all communications/authorizations/requests/information/declarations/instructions (collectively "Instructions") shared/communicated via my e-mail ID as mentioned in this application form/ or as updated in the records of AEBC as authentic and valid instructions and/or consent, as the case may be, from me and AEBC may act upon such Instructions and/or consent accordingly.

I understand that the supporting documents including but not limited to the identity and address proofs submitted along with the application may not/do not contain my wet signatures; however, I certify that the said supporting documents and the contents thereof are true and accurate as on the date of this application. I undertake and agree to provide any documents as asked for by the Bank at a later stage and certify that any such documents so provided and the contents thereof will be true and accurate as on the date of submission of such documents to the Bank and will be deemed to be true and accurate in all respects even if such supporting documents do not contain my wet signatures and submitted by any means as acceptable to the Bank.

I hereby request and authorize American Express Banking Corp. ("AEBC") (but you are not obliged to) to accept and act on any/all instructions or communications for any purpose(s) (including but not limited to the operation of all my accounts and in respect of any facilities or banking arrangements with AEBC (i.e. non-financial and financial instructions) which may from time to time be or purport to be given (in AEBC's specified format) by telephone/mobile phone, facsimile, untested telexes, telegraph, cable, Extensible Messaging and Presence Protocol (XMPP), email (any reference to an "email" in this Authority and Indemnity shall include any instruction addressed to AEBC which has been attached/annexed to an email as well), or any other electronic channel to be introduced in the future or other form of electronic communication, together hereafter referred to as non face-to-face communication channels, on behalf of me without any enquiry on the part of AEBC as to the authority or identity of the person giving or purporting to give such notice, instruction or other communication and regardless of the circumstances prevailing at the time of such notice, instruction or other communication (including those empowered to operate my account(s) with you).

I understand, acknowledge and confirm my awareness of the numerous risks inherent and associated in conveying my instructions to you via any of the non face-to-face communication channels (including but not limited to damages incurred as a result of interception of any email, failure of any encryption of any attachments/annexure to an email, viruses within the machine/terminal used by me or any intermediary or by the Bank, lack of clarity in the instructions and any deficiency or risks associated with the Bank processing a forged/tampered instruction in good faith) and hereby confirm my acceptance of all risks and/or deficiencies and unconditionally agree that all risks/deficiencies shall be fully borne by me and the Bank will not be liable for any losses or damages arising as a consequence of you acting (without being obliged to) on any instructions/directions by me or purporting to be from me received by you via any of the non face to face communication channels, provided you have acted in good faith. You may dispose of such written records and erase such tapes after the expiration of such period as you deem fit without intimation to me; that you may (without being obliged to) require the above transaction or communication to contain an identification code specified by you from time to time and I shall ensure the secrecy and security of such code or test and I shall be solely responsible for any improper or unauthorized use of such code or test; c) that you may, if you deem necessary to do so at your absolute discretion, require from me confirmation of any of the above instructions or communications in such from as you may specify before acting on the same. I understand and agree that AEBC may, at its absolute discretion and without notice to me, refuse to act or delay in acting on any of the instructions or communications given via any of the non face-to-face communication channels without any responsibility or liability whatsoever on AEBC's part for any such refusal or delay in so acting. I agree that this indemnity covers all existing accounts with the Bank in addition to covering any future accounts which may be opened by me under the same legal entity/Company with the Bank. I jointly (along with the Company/entity) and severally agree to protect, defend, hold harmless, indemnify and keep the Bank and its shareholders, directors, officers, representatives, agents and employees fully indemnified of, from and against any and all claims, losses, damages, liabilities, obligations, demands, penalties, actions, causes of action, proceedings, judgments, suits, costs and expenses of any kind whatsoever (including legal costs) and howsoever arising which are imposed or that may be imposed on, incurred or that may be incurred, asserted or which may be asserted against, suffered or that may be suffered by the Bank or be required to be paid by reason of, or as a result of, or arising directly or indirectly out of the Bank's compliance with my request and authorizations/instructions;

That I am solely responsible for the confidentiality of all information related to my account(s), payment instructions, money transfer or any other information which is accessible or which can be copied or stored from any other computer or a similar electronic device. I confirm that in case of using the Internet I will solely bear the full responsibility of any transactions resulting from my/our use and/or other's un-authorized use and/or misuse of any other party whatsoever that lead directly or indirectly to any loss or damage to me/us or the bank. That I will use the E-mail(s) provided to the Bank when communications and instructions intended to be initiated via emails with the bank. Moreover, I agree to receive all incoming correspondences from the bank via this E-mail(s). Thus, all messages sent in this manner shall be deemed to have been received. That I agree to consider all Bank's electronic and phone records as approved, official, conducive, final and binding to me, and I am not authorized to object to them or refute or revoke them before any authority whatsoever. That I may not assume receipt by the Bank of any notice, instruction or other communication notice sent by email, fax, untested telexes, telegraph, telephone/mobile phone, cable or any other electronic means or through any electronic channels to be introduced in the future. The Bank reserves the unconditional right to discontinue the availability of this facility to me by issuing a notice, either in writing or through email, forwarded to me at my address registered with the Bank or via email. In the event that I fail to inform the Bank of any change in my/our composition/ management/constitution or authorized signatories, the Bank will continue to provide this facility at my/our sole and absolute responsibility and risk without any liability on its part.

I understand and agree that mobile banking facility is available for this Card account. Mobile banking services will provide me an alternate channel for delivery of the Card information. All SMS alerts related to my Card account will be sent to the registered mobile number provided by me. I agree to the terms and conditions as applicable to the Mobile Banking facility offered by American Express and available at [americanexpressindia.co.in/mobilebanking](http://americanexpressindia.co.in/mobilebanking).

<sup>3</sup> For details of the American Express Privacy Policy please log on to [http://www.americanexpress.com/india/pdfs/privacy\\_statement.pdf](http://www.americanexpress.com/india/pdfs/privacy_statement.pdf)

Applicant's Signature

DD	MM	YYYY								

Applicant's Name:

\_\_\_\_\_

**Declaration by the Company:**

On behalf of the company named in this application ("the Company"), I hereby request issuance of a Corporate Card to the individual named above and certify that the named individual is an employee of the Company. I confirm that the information given in this application form is true and correct and that the Company hereby agrees to be bound by the American Express Corporate Cardmember Agreement which will be sent along with the Corporate Card.

Signature of Authorised Signatory and Company Seal

DD	MM	YYYY								

Please ensure that the Authorised Signatory is not the same as the applicant, and is as captured in AEBC records.

Name of Authorised Corporate Signatory:

\_\_\_\_\_

Designation: \_\_\_\_\_ Tel. No.: \_\_\_\_\_

E-mail: \_\_\_\_\_

**Acceptable KYC (Know Your Customer) Documents List**

Please attach a self-attested copy (with the date of attestation) of any one of the following documents from the below list. The attestation date should be the same as the date of signing this application.

- Passport
- Election/Voter's ID Card
- Driving Licence
- UIDAI Letter (Aadhar)

**Please ensure that the Permanent Address declared in this application is the same as mentioned in the KYC document provided.**

*In case the attached document does not mention the complete date of birth, then an additional document mentioning the complete date of birth (issued by a competent authority) needs to be submitted.*

**Office Use Only**

Corporate ID: \_\_\_\_\_

Cost Centre: \_\_\_\_\_ Source Code: \_\_\_\_\_

Plastic Indicator - T

Template Code: CMGoA