

# American Express® Corporate Card Individual Application

Limited Liability

[www.americanexpress.co.in](http://www.americanexpress.co.in)



American Express Banking Corp.  
Cyber City, Tower C, DLF Bldg. No. 8, Sector - 25  
DLF City Phase - II, Gurgaon - 122002, Haryana

Form - 5 | Ver. 3, 01/09

For Office use only

Corporate ID | HIR | CAP | APVDEC | CX

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



# American Express® Corporate Card Individual Cardmember Application

## Limited Liability

Please mail completed application to:

American Express Banking Corp.  
Cyber City, Tower C, DLF Bldg. No. 8, Sector - 25  
DLF City Phase - II, Gurgaon - 122002, Haryana

Completion of all fields is mandatory

### Personal Information

Name as desired on the card (Maximum 20 Characters including word space)

(Please underline your family name)

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

Gender  Male  Female

Name of Applicant: \_\_\_\_\_  
First

Middle Last

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

PAN/GIR No.: \_\_\_\_\_

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

Driving Licence No.: \_\_\_\_\_

Residential Address: \_\_\_\_\_

City: \_\_\_\_\_ PIN: \_\_\_\_\_

Tel.: \_\_\_\_\_ Mobile: \_\_\_\_\_

Are you a current / past American Express Cardmember?

Yes  No

If Yes, please give Card number(s)

### Work Related Information

Company Name: \_\_\_\_\_

Corporate ID:

Work Address: \_\_\_\_\_

City: \_\_\_\_\_ PIN: \_\_\_\_\_

Tel: \_\_\_\_\_ Extn: \_\_\_\_\_ Fax: \_\_\_\_\_

Official E-mail Address: \_\_\_\_\_

Your Designation: \_\_\_\_\_

Years with Company: \_\_\_\_\_ Employee No.: \_\_\_\_\_

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

Company Name: \_\_\_\_\_

Position in Company: \_\_\_\_\_

City: \_\_\_\_\_ Tel.: \_\_\_\_\_

### Financial Information

Gross annual taxable Income (Rupees): \_\_\_\_\_  
(Please attach latest copy of TDS Form 16 / last income tax return acknowledged by ITO or latest salary certificate from employer)

Details of your personal bank account:

Name of Bank: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ PIN: \_\_\_\_\_

Tel.: \_\_\_\_\_ Account No.: \_\_\_\_\_

### Additional Information

Address to which we should mail your Billing Statements:

Residence  Work

Please sign me up for the Express Cash Facility\*:

Yes  No

\*This request is valid and will be processed only if your company is enrolled for this facility.

### Declaration by the Individual:

I am applying to American Express Banking Corp. ("AEBC") for an American Express 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 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 will be liable for all charges incurred on it. I am also aware and agree that the company shall be jointly and severally liable for charges, as provided in such conditions of the Corporate Card account membership. I declare and undertake that in the event of any failure to comply with the prevailing Exchange Control Regulations issued by RBI, by me, I will be liable for any action under the Foreign Exchange Management Act, 1999 as amended, from time to time, and be debarred from Corporate Card facility either at AEBC's instance or by the RBI. 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 application being received by American Express.

Applicant's Signature

DD MM YY

Applicant's Name: \_\_\_\_\_

### Declaration by the Company:

On behalf of the company named in this application ("the Company"), I here by request issuance of a Corporate Card to the individual named above and certify that the named individual is an employee of the company. I declare and undertake that a photocopy of one photo identification (Valid PAN Card/Passport\* /Driving Licence\*/Electoral Card\*) and one proof of address (Latest Bank statement/ Utility Bill/ Ration Card) of the applicant are available with the company and can be provided to AEBC for verification purposes as and when required. 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.

\*Also valid for address proof.

Signature of Authorised Signatory and Company Seal

DD MM YY

Name of Authorised Corporate Signatory

Designation: \_\_\_\_\_ Tel.: \_\_\_\_\_