



# Visa Corporate Card Cardholder Request

Please complete Application form in full in black or blue pen using CAPITAL LETTERS and **X** where appropriate.

This form is used to add a new cardholder to your Corporate Card account. The completed form must be emailed to [Corporatecardsupport@nab.com.au](mailto:Corporatecardsupport@nab.com.au) by an Authorised Officer.

## Section A Customer information

<b>Company Details</b>		Comp ID	<input type="text"/>	Sub Level ID	<input type="text"/>
Full legal name of business (including details of any trust, if acting as trustee)			Billing Account		
<input type="text"/>			<input type="text"/>		
<b>Cardholder Details</b>					
Surname (NM2 L)	Given Name (NM2 F)	Middle Name (NM2 M)	Title (NM2 S)	Date of birth (DD/MM/YYYY)	
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/> / <input type="text"/> / <input type="text"/>	
Card and PIN delivery address (Individual cardholder delivery addresses can only be requested if this functionality has been enabled for your card facility).					
<input type="text"/>					
Mobile Number	Email		Employee Number		
<input type="text"/>	<input type="text"/>		<input type="text"/>		
Credit Limit	Transaction Limit (if applicable)	Use "D" if Dynamically Funded or "F" if Virtual Card	Suffix (Plastic Type)		
<input type="text"/> \$	<input type="text"/>	<input type="text"/>	<input type="text"/>		

## Section B Customer authority

This form requires an Authorised Officer's signature which will be verified by NAB. The Line Manager signature is optional and will not be verified. Line Manager consent (optional).

Line Manager's signature

<input type="text"/>	Line Manager's Name	Employee Number	Date
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/> / <input type="text"/> / <input type="text"/>

I declare that I am the Authorised Officer for the above customer. I acknowledge and confirm the following:

- The card being issued to the above-mentioned Cardholder is being issued in accordance with the Letter of Offer and any applicable terms and conditions.
- The Cardholder is authorised to have a card.
- The Cardholder has been provided with a copy of the NAB Purchasing and Corporate Card Conditions of Use (which are available at [nab.com.au/corpcardterms](http://nab.com.au/corpcardterms)).
- The Cardholder's full legal name, date of birth and residential address has been recorded by the customer, will be held by the customer as a record and can be provided to NAB upon request.

Authorised Officer's Signature

<input type="text"/>	Authorised Officer's Name	Date
<input type="text"/>	<input type="text"/>	<input type="text"/> / <input type="text"/> / <input type="text"/>

## Section C Relationship/Transactional Banker use only (if Authorised Officer not utilised)

Cardholder Customer Number

Banker's Signature

<input type="text"/>	Banker's Name	Banker's Employee Number
<input type="text"/>	<input type="text"/>	<input type="text"/>