



# Visa Corporate Card Cardholder Request

Please use blue or black pen and write in BLOCK LETTERS

## Section A Customer information

<b>Company Details</b>		Sub Level ID	Comp ID
Account	Full legal name of business (including details of any trust, if acting as trustee)	Cust Number (CIS#)	Billing Account

## Cardholder Details

Surname (NM2 L)	Given Name (NM2 F)	Mid Initial (NM2 M)	Title (NM2 S)
System Administrator's Name (ADR 1)	System Administrator's address (ADR 2)	City	State Postcode (ADR 3)
Type Appr	Own BSB	Credit Limit	Use "D" if Dynamically Funded or "F" if Virtual Card
Job Title	Admin Centre	Location	Email
GL Assignment	Phone Number	Fax	

## Section B Cardholder consent

I, the person named as Cardholder consent to the issue of a card of the card type selected above ('Card') in my name for my use as Agent of the Customer named herein. I acknowledge that use of the Card issued will be governed by Conditions of Use which are available at <http://www.nab.com.au/corpcardterms> and by which I agree to be bound.

Cardholder's signature

X

Date / /

Line Manager consent (if required) – As Line Manager, I authorise the issue of a 'Card' to the employee named above.

Line Manager's signature

X

Line Manager's Name Employee Number Date / /

## Section C Customer authority

The Customer hereby requests issue of a Card (and Personal Identification Number [PIN] ) to the abovementioned Cardholder in terms of and pursuant to the Customer's National Australia Bank Limited Card Facility Offer Letter and Terms and Conditions ('Card Facility'). The Cardholder's signature is verified and Cardholder Request approved with the above credit limit.

### Signed for and on behalf of the Customer.

Authorised Officer's signature

X

Authorised Officer's Name Employee Number Date / /

## Section D Verifying Officer conducted identification

I declare that I am the Verifying Officer for the Customer referred to above. I certify that I have identified the Cardholder in accordance with the requirements stated within Section G of this Cardholder Request form.

**Note:** Please ensure you retain an original signed copy of this document for retrieval upon request by NAB.

Verifying Officer's signature

X

Verifying Officer's Name VO NAB Customer Number Date / /

## Section E NAB Branch/Banker use only

NAB AUSTRAC ID system (if Verifying Officer not utilised)	Customer Number	Branch Officer or Banker's signature	Branch Stamp	Branch Officer or Banker's Name
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## Section F Cards use only

Card Type 1	1IS	ASN	Suffix (Plastic Type)	Create Plastic	Input by – Initials	Date
Card Number	4   7   1   5   2   7					

## Section G Identification of a Cardholder by a Verifying Officer

The Verifying Officer is responsible for identifying employees of the customer (on behalf of NAB) who seek to obtain a Corporate Card through the submission of this Cardholder Request form.

The Verifying Officer must identify all Cardholders by collecting:

- The full name of the Cardholder
- The job title or role of the Cardholder
- A copy of the Cardholder's signature and
- Evidence that the Cardholder is authorised to have a card

The Verifying Officer must record and retain the above information and must complete the declaration above confirming that the Cardholder has been identified.