



Corporate Charge Account Cardholder application form





How to complete this form

- This Cardholder application form should only be used:
 - i) In conjunction with the Corporate Charge Account Organisation application form; or
 - ii) When a Corporate Charge Account has already been opened.
- There are two sections to this form:
 - i) Section A relates to the details of the Organisation
 - ii) Section B relates to details of the prospective Cardholder.
- You should complete ALL sections unless instructed otherwise.
- If you have more than one prospective Cardholder, please call us for more forms on 0870 154 0134, visit www.barclaycardbusiness.co.uk or photocopy this one before completing the details as we are unable to accept photocopied signatures.
- Please complete in ink using BLOCK CAPITALS.

Where to send the completed form

- If this application accompanies the Corporate Charge Account Organisation application form, please follow the instructions on that form.
- If this application relates to an existing Corporate Charge Account, please send your forms to Barclaycard Business, Company Barclaycard Dept, FREEPOST, LICENCE No. NEA 907, PO Box 3000, Teesdale Business Park, Stockton-on-Tees TS17 6YG.

Before you send your forms, please check that:

- Section A, question 10 has been signed by the authorised Signatory/Signatories for your Organisation
- The new Cardholder details have been completed in Section B.

Failure to do so may result in your application being delayed.

A. Organisation authorisation of Cardholder

1. Name of Organisation

Company No. (if applicable)

2. Business address for correspondence, including postcode

 Postcode

3. If you are already an existing customer please also provide your Corporate Charge Account number

(as shown at the top of your monthly statement)

4. Please send this Card and PIN to Cardholder's:

Home address Business address

5. Internal reference e.g. cost centre number

(complete only if you wish Cardholder statements to be batched by internal reference number)

6. Types of Card

Please tick the Card type required

Corporate Silver Card

Corporate Gold Card

7. Cash withdrawals

Do you want to have access to cash withdrawals via ATMs?

Yes No

8. Expenditure limit requested for named Cardholder in Section B

(the expenditure limit should be sufficient for 6 weeks' requirements)

 £ (min £250)

9. To Barclays Bank PLC

Subject to your approval and to the Barclaycard Business Terms and Conditions of use, which you will have already signed on opening the Company Account, the Organisation requests Barclays Bank PLC to issue a Corporate Charge Card, with an expenditure limit as specified to the person named in Section B as a Cardholder on the Organisation's Corporate Charge Account.

10. Signature(s) of person(s) authorised to nominate Cardholders (as indicated in Section 18 of the Corporate Charge Account Organisation application form)

Declaration

By signing this agreement, you confirm that:

- You are duly authorised to enter into this agreement for and on behalf of the Organisation
- The Cardholder is employed by this Organisation
- The details you have given us are correct
- You want us to give the Cardholder a Corporate Charge Card and PIN for which the Cardholder is eligible and from time to time replace the Card with any Corporate Charge Card covered by this agreement
- You have read and agreed to the Barclaycard Business Conditions and How We Use Your Information, which you will have already signed on opening the Company Account.

1. Full name (in capitals):

Business title (e.g. Proprietor/Partner/Director):

Signature **X**

Date: / /

2. Full name (in capitals):

Business title (e.g. Proprietor/Partner/Director):

Signature **X**

Date: / /

B. New Cardholder details

Title (Mr/Mrs/Miss/Ms/Other):

Forename(s):

Surname:

Date of birth: / /

Nationality:
(This is a Bank of England requirement)

Security password eg. Mother's maiden name:

Sex: Male Female

Home address including postcode

Postcode

Home telephone number

STD No

Business telephone number

STD No

Mobile telephone number

Email address

For Barclaycard Business use only

PAN

Input Ref

How We Use Your Information

We will store and process your information on the Barclays Group computers and in any other way. By “your information” we mean personal and financial information we (a) obtain from you or from third parties, such as credit reference agencies (who may search the Electoral Register), fraud prevention agencies or other organisations when you apply for an account or any other product or service or which you or they give to us at any other time or (b) learn from the way you use and manage your account(s), from the transactions you make such as the date, amount, currency and the name and type of supplier (eg supermarket services, medical services, retail services) and from the payments which are made to your account.

We and other companies in the Barclays Group will use your information to manage your account(s), give you statements and provide our services, for assessment and analysis (including credit and/or behaviour scoring, market and product analysis), and to develop and improve our services to you and other customers and protect our interests.

We and other members of the Barclays Group will use your information to inform you by letter, telephone (including automated dialling, digital television and sending text messages), or computer about products and services (including those of others) which may be of interest to you.

If you are not eligible for a Barclaycard Business Card at this time, unless you write to the address below you agree that we may use your information to send you details of alternative products (including those of other companies).

You must write to us at Barclaycard Business, Company Barclaycard Dept, PO Box 3000, Teesdale Business Park, Stockton-on-Tees TS17 6YG if you don't want us to tell you or allow other members of the Barclays Group to tell you about other products and services. (In order for us to ensure that we note this in all our records, it would help us if you give us your Barclays Bank details and the numbers of any Barclays cards, insurance, unit trust and other accounts or policies.) You can ask us for a copy of the information we keep about you. A fee will be charged for this service.

You agree that calls between us may be recorded and/or monitored.

We use credit reference agencies and fraud prevention agencies to:

- make enquiries when you ask for any lending products, or to assist us in managing your account, for example if we wish to consider changing your credit limit, or offering you other products, now or in the future;
- share information;
- about you and how you manage your accounts;
- if you give us false or inaccurate information or we suspect fraud.

Credit reference agencies keep a record of our enquiries and may record, use and give out information we give them to other lenders, insurers and other organisations. This also applies to fraud prevention agencies if you give us false or inaccurate information or we suspect fraud. This information may be used to make assessments for credit and to help make decisions on you and members of your household, on credit, motor, household, life, and other insurance facilities (including handling claims), for debt tracing and to prevent fraud and money

laundering. Information held about you by the credit reference agencies may already be linked to records relating to one or more of your partners where a financial “association” has been created. Any enquiry we make at a credit reference agency may be assessed with reference to any “associated” records.

We may give information about you and how you manage your account to the following:

- People who provide a service to us or are acting as our agents, on the understanding that they will keep the information confidential.
- Anyone to whom we transfer or may transfer our rights and duties under this agreement.
- We may also give out information about you if we have a duty to do so or if the law allows us to do so.

Otherwise we will keep information about you confidential.

If we transfer your information to a service provider or agent in another country, we will make sure that the service provider or agent agrees to apply the same levels of protection as we are required to apply to information held in the UK and to use your information only for the purpose of providing the service to us.

This item can be obtained in Braille, large print or audio by calling 0870 154 0124*.

*Calls may be monitored or recorded to maintain high levels of security and quality of service.

Calls to 0870 numbers will cost no more than 8p per minute (current at June 2006) for BT customers. The price on non-BT lines may be different.

Barclaycard Business, Company Barclaycard Dept, PO Box 3000, Teesdale Business Park, Stockton-on-Tees TS17 6YG
Telephone 0870 154 0134. Fax 01642 663636, www.barclaycardbusiness.co.uk

Barclaycard Business is a trading name of Barclays Bank PLC. Barclays Bank is authorised and regulated by the Financial Services Authority. Registered in England, Registered No. 1026167. Registered Office: 1 Churchill Place, London E14 5HP.

CORPLIA SD 06/06

