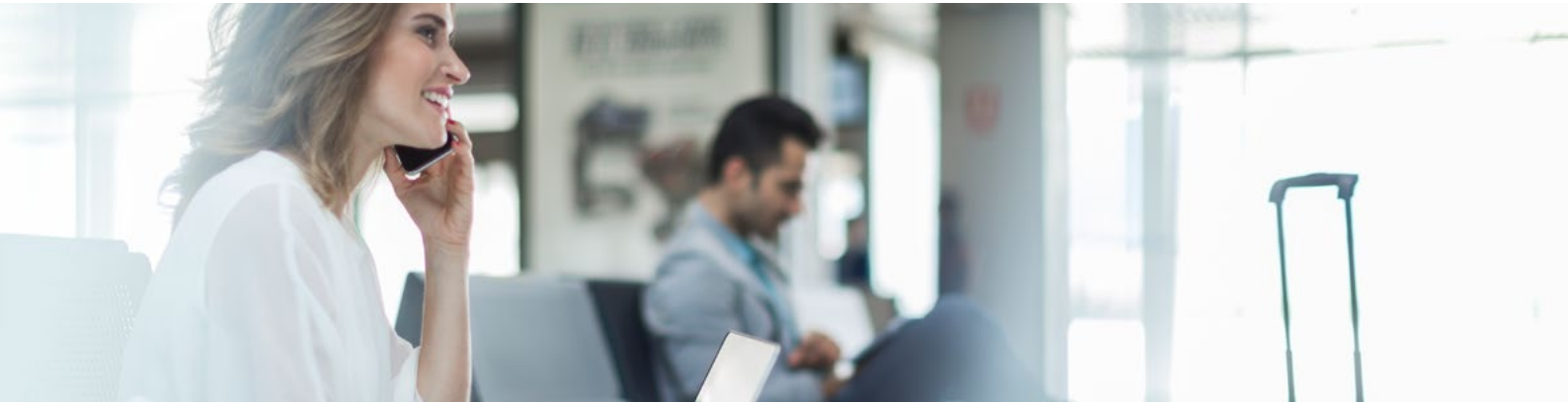


BUSINESS TRAVEL ACCOUNT

The American Express® solution
for travel managers

**AMERICAN
EXPRESS**



FOR EFFECTIVE MANAGEMENT OF YOUR BUSINESS TRIP EXPENSES

All your professional travel expenses are centralised in a single account at your travel agency.

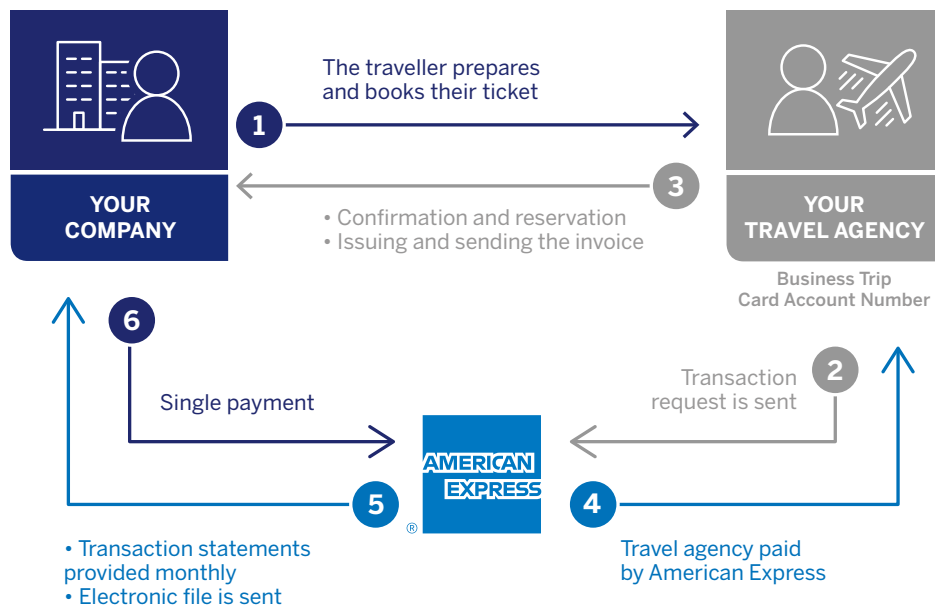
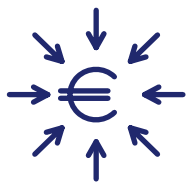


OPTIMAL MANAGEMENT OF YOUR TICKET EXPENSES

- ▶ Simplified administrative procedures with full summary of your spending in a detailed statement
- ▶ Improved monitoring and visibility of your ticket expenditure (aeroplane, train etc.)
- ▶ Significant savings

SIMPLIFIED MANAGEMENT

- ▶ Single, centralised payment and a Payment period of up to **58 days**
- ▶ Automated integration of your statements into your accounting system



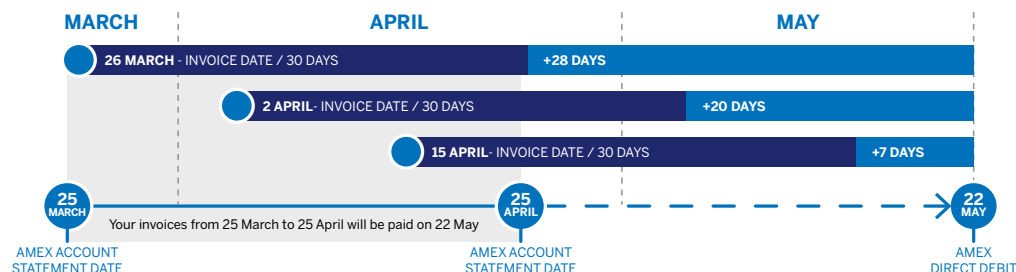
BUSINESS TRAVEL ACCOUNT

The American Express® solution
for travel managers

**AMERICAN
EXPRESS**



IMPROVED OPTIMISATION OF YOUR CASH FLOW



ONLINE MANAGEMENT

Online services for Business Travel Account (BTA) include both the electronic statement service and the BTA Connect feature. All your transactional data are stored automatically in the same place.

- ▶ A simple and effective system to help you save time and optimise your accounting processes
- ▶ Secure access 24/7 to your statements and transactional data
- ▶ Centralised online system to communicate with American Express and your travel agency



SECURE TRIP FOR YOUR BUSINESS PARTNERS*

- ▶ **Travel Accident Insurance*** : travellers are insured for travel accidents 24/24 for up to 60 consecutive days
- ▶ **Inconvenience Insurance*** : cover and compensation for delayed flights and luggage and for missed connections

Legal Mentions : Insurances are taken out with Chubb European Group SE, Belgian branch, Chaussée de la Hulpe 166, 1170 Brussels, company number BE0867.068.548, registered at FSMA, NBB code 3158. Country of origin: France. Assistance is taken out with Europ Assistance SA, branch in Ireland, Ground Floor, Central Quay, Block B, Riverside IV, SJRQ, Dublin 2, D02 RR77 (Ireland), number 907089, authorised to operate under the freedom to provide services in Belgium. Code 888. Country of origin: France
Please consult the following documents at any time:

- the General Insurance Conditions relating to the Cards and other Corporate Products (French or Dutch)
- the insurance product information document (IPID) - (French or Dutch)

Insurances related to the Cards and other Corporate Products, governed by Belgian law, are taken out with the aforementioned insurers by American Express Europe S.A. Belgian branch as part of a group insurance, for the benefit of the Cardholders, for a period of one year, tacitly renewable. They are also conditional on the validity of the Card.

Do you want to file a complaint?

Our complaints department and the insurance ombudsman are happy to help you. Insurance Ombudsman -35 Square de Meeûs 1000 Brussels Fax: +32 (2) 547 58 71 In French, http://www.ombudsman.as/fr/complaint/for_m.asp, and in Dutch, http://www.ombudsman.as/nl/complaint/for_m.asp.

Plus d'infos : <https://www.americanexpress.com/be/documents-corporate>

Meer informatie : <https://www.americanexpress.com/be/corporate-documenten>

Please contact your American Express Account Manager to find out more or visit our website [www.americanexpress.be\(.lu\)](http://www.americanexpress.be(.lu))

*Insurances are optional (depending on the Corporate Card Solution chosen by the Company for its beneficiaries).

You will find all the General Terms and Conditions and Corporate Card Insurances on our website.

(R.E) American Express Europe S.A. Belgian branch, with seat at Vorstlaan 100 Bld. du Souverain, 1170 Brussels (Watermaal-Bosvoorde / Watermaal-Boitsfort), registered in the Belgian register of enterprises (KBO/BCE) and in the VAT database as number (BE)0776.653.759, with a bank account with BNP Paribas Fortis (BIC GEBABEBB) IBAN BE39 2100 0821 2619, and with main commercial website www.americanexpress.be. American Express Europe S.A. is a corporation under Spanish law, having its corporate seat at Avenida Partenón 12-14, 28042 Madrid (Spain), registered with the Madrid Commercial Registry under Sheet M-257407, Volume 15,348, Section 8, Book 204, first entry, with tax identification number NIF A-82628041, authorized as payment institution by the Banco de España and registered in that capacity as number 6837, and with main commercial website www.americanexpress.es. AMEXAsesores de Seguros, Sociedad de Agencia de Seguros Vinculada, S.A.U. is a multi-tied insurance agent 100% owned by American Express de España, S.A.U. It is registered in Spain in the Administrative Registry of Insurance and Reinsurance Distributors of the Dirección General de Seguros (DGS), with No. AJ0022, and has financial guarantee and liability insurance. NIF: A-79770608. Partenon Avenue 12-14, 28042 Madrid, Spain. AMEX Asesores de Seguros is supervised by the DGS and is authorized to carry out insurance distribution activities in Belgium and Luxembourg.

