

ONLINE CARD APPLICATIONS

Apply. Approve. All done.

With the Apply For Card tool, **employees** can request Cards anytime — and you can manage their applications online.

EMPLOYEE INITIATED APPLICATION PROCESS



The Programme Administrator creates an Access Key and provides it to employee.



The employee visits the generic URL, enters their Access Key and email address to initiate, complete, e-sign, and submit their application.



The application is automatically sent to the Programme Administrator for online approval in @ Work.



Once approved, applications are automatically submitted to American Express. Then two emails will be sent to the Applicant with unique links to their application including Tracking Numbers and Access Keys to check their status.

[Learn More](#)

Key benefits of Online Card Applications

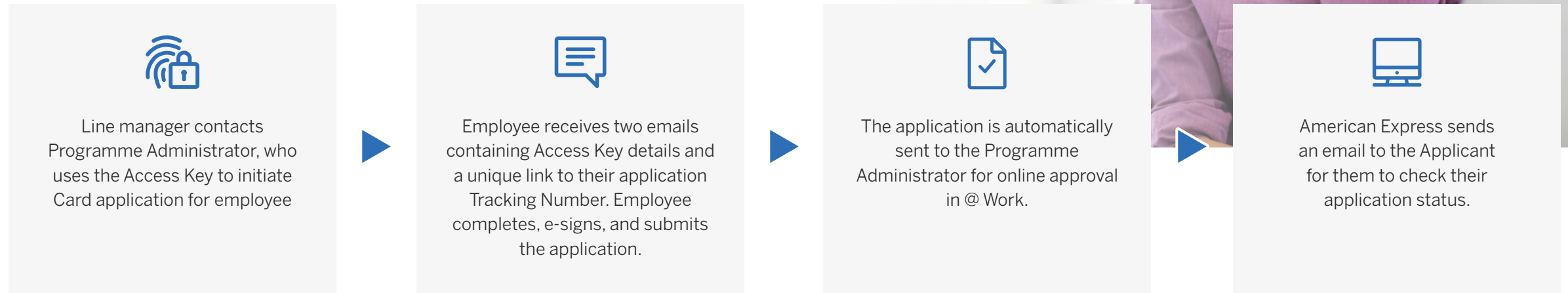
- Application initiated by Employee or Programme Administrator
- Reduction in Application-to-Card issue processing time
- Streamlined process and enhanced user experience
- E-signature solution compliant with the French law

ONLINE CARD APPLICATIONS (CONTINUED)

Apply. Approve. All done.

With @ Work, **Programme Administrators** can create and fill out applications correctly and securely. Plus, approval is faster than ever.

PROGRAMME ADMINISTRATOR INITIATED APPLICATION PROCESS*



*Programme Administrator (PA) can initiate multiple applications at once, as well as pre-filled Card applications.

[Learn More](#)

Key benefits of Online Card Applications

- Raised visibility of new applications
- No risk of rejection due to out-of-date paper-based forms
- Full end-to-end online application and approval process
- Bulk application provides convenience and time-saving