

# American Express® Classic / Elite Corporate Card

## 美國運通優選/尊尚公司卡

### Miles Pooling Enrollment Form

### 合併里數登記表格

#### Hong Kong 香港

Please return this form via email to **apacmrcorp@aexp.com**  
請填妥本表格並電郵至 **apacmrcorp@aexp.com**

Please enroll the following Cardmembers into Miles Pooling to have the Miles earned from Miles Pooling auto-swept to the nominated Asia Miles Account monthly. I confirm that the employees consent to have the Miles earned on the Card to be transferred to the nominated Asia Miles Account. I agree that the annual program fee of HK\$400 applies to Miles Pooling for each enrolled Cardmember. Applicable annual fee will be billed to the central fee account.

請為下列公司卡會員登記加入合併里數，透過合併里數所賺取的里數將每月自動存入公司的指定「亞洲萬里通」賬戶。本人確認有關職員同意將合併里數所賺取的里數自動存入公司的指定「亞洲萬里通」賬戶。本人同意就每位申請人加入合併里數繳付港幣400元。合併里數年費皆由公司中央費用戶口過賬。

#### 1. COMPANY INFORMATION 公司資料

Company Name:

公司名稱: \_\_\_\_\_

6 digit Master Control Account Number:

6個數位主控賬戶號碼:

6 digit Basic Control Account Number:

6個數位基本管控賬戶號碼:

Existing Corporate Membership Rewards® ID:

現有公司會員積分計劃號碼: \_\_\_\_\_

Note: Existing Cardmembers who have enrolled to the Membership Rewards Program only need to complete Sections 1, 2 and Section 5.  
註：已登記參加美國運通積分計劃的現有客戶只需填寫第 1、2 和第 5 部分。

#### 2. MEMBERSHIP REWARDS PROGRAM ADMINISTRATOR/NOMINATED ASIA MILES 美國運通積分計劃管理人 / 指定「亞洲萬里通」

We nominate the following employee as the Membership Rewards Program Administrator who owns the Nominated Asia Miles account to receive all miles earned from Miles Pooling and be included in Miles Pooling. We acknowledge that it is a requirement that the Program Administrator holds an American Express Corporate Card and has enrolled in the Membership Rewards Program.

我們任命以下員工成為公司美國運通積分計劃管理人，該員工持有指定「亞洲萬里通」賬戶用作接收所有經合併里數所賺取的里數，並參加合併里數。我們確認擔任計劃管理人的條件包括必須持有美國運通公司卡及已參加公司積分計劃。

Note: If the nominated Membership Rewards Program Administrator is currently not a Corporate Cardmember, please complete a Corporate Card application to set up a Corporate Card Account. In the event that nominated Program Administrator leaves the company, please fill out a new enrolment form. American Express is not liable for any loss if failure to do so.

註：假如獲任命的美國運通積分計劃管理人目前不是公司卡會員，請填妥公司卡申請表格以設立公司卡賬戶。假如獲任命的計劃管理人離職，請填寫新的登記表格。假如未有遵從，美國運通將不對任何損失承擔責任。

Full Name:

全名: \_\_\_\_\_

American Express® Corporate Card Number:

美國運通公司卡號碼:

Nominated Asia Miles Number:

指定「亞洲萬里通」號碼:

Telephone Number:

電話號碼: \_\_\_\_\_

Business Email Address:

商業電郵地址: \_\_\_\_\_

**如需更改指定「亞洲萬里通」賬戶，請剔選下列指令**

註：更改指我們將會合併賬戶中刪除現有的A/亞洲萬里通「賬戶」，並以上述的賬號/指定「亞洲萬里通」賬戶取代。更改指我們只會更改公司會員積分計劃管理人員/「亞洲萬里通」賬戶，而賬戶會繼續參加合併里數。

☐ Replace      ☐ Change  
取代      更改

全名: \_\_\_\_\_

American Express® Corporate Card Number: [ ] [ ] [ ] [ ] - [ ] [ ] [ ] [ ] [ ] [ ] - [ ] [ ] [ ] [ ]  
美國運通公司卡號碼:

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Nominated Asia Miles Number:  
指定「亞洲萬里通」號碼:

**Note: Skip this section if only updating Section 2 Nominated Asia Miles** 註：如僅更新第2部分指定「亞洲萬里通」，請略過此部分。

[illegible][illegible][illegible][illegible][illegible]

(If you wish to enroll more than 5 Cardmembers, please use additional forms.)  
(如需為超過 5 位公司卡會員進行登記，請額外填寫表格。)

#### 4. CENTRAL FEE ACCOUNT SET UP 開設中央費用賬戶

Note: Skip this section if only updating Section 2 Nominated Asia Miles 註：如僅更新第2部分指定「亞洲萬里通」，請略過此部分。

Title: 稱謂:	<input type="checkbox"/> MR 先生	<input type="checkbox"/> MRS 太太	<input type="checkbox"/> MISS 小姐	<input type="checkbox"/> MS 女士	<input type="checkbox"/> OTHER 其他	<input type="text"/>
First Name: 名字:	<input type="text"/>					
Last Name: 姓氏:	<input type="text"/>					
Position: 職銜:	<input type="text"/>					
Address: 地址:	<input type="text"/>					
Telephone Number: 電話號碼:	<input type="text"/>					
Business Email Address: 公司電郵:	<input type="text"/>					
(This is mandatory as a means to contact you should more information be required from you regarding this nomination.) (必須提供電郵，以便假如任命需要獲取更多資料時聯絡閣下。)						
Central Fee Account Number(if known): 中央費用賬戶號碼(如知道):	<input type="text"/>					

#### 5. CONFIRMATION BY THE COMPANY'S AUTHORISED SIGNATORY 公司授權簽署人確認

Please enroll the above Cardmembers into Miles Pooling. I understand Corporate Miles earned from Miles Pooling will be auto-swept to the nominated Asia Miles Account monthly. If the Company does not nominate an Asia Miles Account, such Company will not be able to accrue Corporate Miles.

請為以上公司卡會員進行登記加入合併里數。我了解透過合併里數所賺取的里數將每月自動存入公司的指定「亞洲萬里通」賬戶。若公司並無指定「亞洲萬里通」賬戶，該公司將無法累積美國運通公司里數。

Print Name of Authorized Officer: 授權人姓名 (請用正楷):	<input type="text"/>
Signature of Authorized Officer: 授權人簽署:	<input type="text"/>
Date: 日期:	<input type="text"/>

Asia Miles is managed and operated by Cathay Pacific Loyalty Programmes Ltd (CPLP) and participation in Asia Miles is subject to the Asia Miles terms and conditions set out at [www.asiamiles.com](http://www.asiamiles.com). The Company must nominate an Asia Miles Account number to earn and redeem Asia Miles. The Company must confirm your eligibility to enroll in the American Express Corporate Miles Program - Miles Pooling. An annual fee for the American Express Corporate Miles Program - Miles Pooling of HK\$400 applies to each enrolled Cardmember in Miles Pooling. Corporate Miles will be transferred each month to your nominated Asia Miles Account - please refer to your monthly Card statement for a summary of Corporate Miles earned and transferred. For all Asia Miles balance enquiries or to redeem Asia Miles, visit [www.asiamiles.com](http://www.asiamiles.com).

「亞洲萬里通」由國泰常客計劃有限公司(CPLP)負責營運及管理，加入「亞洲萬里通」受詳載於[www.asiamiles.com](http://www.asiamiles.com)之條款及細則限制。公司必須指定一個「亞洲萬里通」賬戶，方可賺取里數及換領獎賞。公司必須確認閣下符合資格加入美國運通公司里數計劃 - 合併里數計劃。每位申請人加入合併里數計劃之年費為HK\$400。公司里數將每月轉賬至公司的指定「亞洲萬里通」賬戶內。有關您所賺取及轉賬之公司里數詳情，請參閱您的公司卡月結單。查詢「亞洲萬里通」里數餘額或兌換里數，請登入[www.asiamiles.com](http://www.asiamiles.com)。

##### Privacy Policy Statement 私隱政策聲明

The American Express Privacy Policy Statement sets out policies on management of personal information. In accordance with the Personal Data (Privacy) Ordinance, any person may access personal information about them held by American Express, and advise if they think it is inaccurate, incomplete or out of date. To arrange access to personal information, request a copy of the American Express Privacy Policy Statement or enquire generally about privacy matters, write to The Privacy Officer, American Express 18/F, 12 Taikoo Wan Road, Taikoo Shing, Hong Kong.

I acknowledge that a copy of Amex's Notice to Customers relating to the Personal Data (Privacy) Ordinance (the "Notice") has been provided to me and is also available at [www.americanexpress.com/hk/en/content/personal-information-collection-statement.html?nav= hk footer \\_personinfo](http://www.americanexpress.com/hk/en/content/personal-information-collection-statement.html?nav= hk footer _personinfo). I understand that the Notice explains how Amex will handle my personal information, sets out the purposes for which my personal information will be used, to whom my personal information may be disclosed, summarizes my rights under the Personal Data (Privacy) Ordinance (Cap. 486 of the Laws of Hong Kong) (including my right to opt-out from the use of my personal information for direct marketing purposes) and gives details of an Amex officer to contact about my personal information.

美國運通私隱政策聲明制定了一系列處理個人資料的監管政策。依據個人資料(私隱)條例，任何人均有權利查閱美國運通持有的有關他們的個人資料；若認為美國運通所持的個人資料有誤、不完整或經已失效，將可向美國運通提出修改。如欲安排查閱個人資料、索取美國運通私隱政策聲明副本或對私隱聲明有任何疑問，請致函個人資料主任。地址：香港太古灣道12號18樓。

本人確認本人已收到一份美國運通致客戶有關個人資料(私隱)條例通知書(「通知書」)，該通知書可於[www.americanexpress.com/hk/en/content/personal-information-collection-statement.html?nav= hk footer \\_personinfo](http://www.americanexpress.com/hk/en/content/personal-information-collection-statement.html?nav= hk footer _personinfo)閱覽。本人明白該通知書會解釋美國運通如何處理本人的個人資料，列明使用本人的個人資料所作用途、本人的個人資料會向哪些人披露，以及概述本人根據《個人資料(私隱)條例》(香港法例第486章)的權利(包括本人選擇不將個人資料用作直銷用途的權利)，並提供處理本人個人資料的美國運通高級職員的聯絡詳情。

[business.americanexpress.com/hk](http://business.americanexpress.com/hk)

American Express International, Inc. (Incorporated with Limited Liability in the USA.)  
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##### For Office Use Only

Prod Code:	601/603/605/607	Plastic Indicator:	C
C/Bill Ind:	P	Fee Code:	9
Deal Code:	AECOAXNC	Delivery:	FSTA
ST Code:	AECXGRIYF	Sex:	3
Self Emp:	N	Lang:	0



## American Express Corporate Miles Program Miles Pooling ("Program") Terms and Conditions

1. Asia Miles is managed and operated by Asia Miles Limited (AML) and participation in Asia Miles is subject to the Asia Miles terms and conditions set out at [www.asiamiles.com](http://www.asiamiles.com).
2. The Company must nominate an Asia Miles Account to earn and redeem Asia Miles. If you do not nominate an Asia Miles Account number, your Corporate Miles will not be auto-swept to Asia Miles Account and you will not accrue Corporate Miles. Asia Miles will be credited to the nominated Asia Miles account within 6-8 weeks - please refer to your monthly Card statement for a summary of Asia Miles earned and transferred. For all Asia Miles balance enquiries or to redeem Asia Miles, please visit [www.asiamiles.com](http://www.asiamiles.com) and [redeem.asiamiles.com](http://redeem.asiamiles.com) for details.
3. Asia Miles earned and transferred to the nominated Asia Miles Account can be redeemed for flight awards, upgrades and companion tickets with Asia Miles partner airlines. You can also redeem other lifestyle awards at Asia Miles iRedeem. Please visit [www.asiamiles.com](http://www.asiamiles.com) for details.
4. Every HK\$10 you spend on the American Express® Classic Corporate Card will earn 1 Corporate Mile which will convert automatically to 1 Asia Mile. Every HK\$7 you spend on the American Express® Elite Corporate Card will earn 1 Corporate Mile which will be converted automatically to 1 Asia Mile. Calculation of Asia Miles for each transaction will be rounded down to the nearest whole number.
5. No Corporate Miles will be earned in respect of:
  - (a) Charges processed and billed prior to the Enrollment Date
  - (b) Cash Advance and other cash services
  - (c) Corporate Cash
  - (d) American Express® Travelers Cheque purchases
  - (e) American Express Gift Cheque or Travel Gift Certificate purchases
  - (f) Charges for dishonored cheques
  - (g) Finance charges
  - (h) Late payment and referral charges
  - (i) Tax refunds from overseas purchases
  - (j) Annual Membership Fee
  - (k) Express Cash handling fee
  - (l) Fees Relating to Foreign Currency Transactions
  - (m) Tax Bill payment
6. No Corporate Miles will be accrued for any utility, gas and electricity payment on Cardmembers' Card Accounts.
7. American Express International, Inc. ("American Express") is entitled at any time to terminate or cancel or vary the Program's benefits or features, or vary, add to or delete any of the Program's Terms and Conditions. If we do so, we will give advance notice to the Company.
8. Should any transaction in the billing statement be cancelled or refunded for whatever reason, the Corporate Miles earned in respect to those transactions will be deducted or cancelled at our discretion. This may reflect in your nominated Asia Miles Account.
9. This Program is exclusive to American Express® Classic Corporate Cardmembers and American Express® Elite Corporate Cardmembers.
10. Any matter and disputes will be resolved subject to the final decision of American Express.
11. All terms not defined shall have the same meaning as set out in the Cardmember Agreement.
12. In case of inconsistency between the English and Chinese versions, the English version shall prevail.



## 美國運通公司里數計劃 - 合併里數計劃「計劃」條款及細則

1. 「亞洲萬里通」由亞洲萬里通有限公司管理及營運，參與「亞洲萬里通」須受詳載於[www.asiamiles.com](http://www.asiamiles.com)之「亞洲萬里通」條款及細則約束。
2. 公司必須指定一個「亞洲萬里通」賬戶，方可賺取里數及換領獎賞。假若公司未能提供「亞洲萬里通」賬戶號碼，里數將無法自動轉入公司的指定「亞洲萬里通」賬戶，且將無法累積美國運通公司里數。「亞洲萬里通」里數將於6-8個星期內存入公司的指定「亞洲萬里通」賬戶內。有關閣下所賺取及累積之「亞洲萬里通」里數詳情，請參閱閣下的公司卡月結單。查詢里數餘額或兌換獎勵，請登入[www.asiamiles.com](http://www.asiamiles.com)。
3. 已賺取及存入公司的指定「亞洲萬里通」賬戶內的「亞洲萬里通」里數，可用作兌換「亞洲萬里通」夥伴航空公司的機票獎勵、艙位提升及同行貴賓機票。閣下亦可以里數於「亞洲萬里通」iRedeem兌換生活品味獎勵。查詢詳情請登入[www.asiamiles.com](http://www.asiamiles.com)及[redeem.asiamiles.com](http://redeem.asiamiles.com)。
4. 憑美國運通優選公司卡簽賬每HK\$10，即可賺取1公司里數，1公司里數將自動轉換為1「亞洲萬里通」里數。憑美國運通尊尚公司卡簽賬每HK\$7即可賺取1公司里數，1公司里數自動轉換為1「亞洲萬里通」里數。計算每單交易所得的「亞洲萬里通」里數時，將以直接捨去小數點而得出的整數計算。
5. 下列各項不能賺取公司里數：
  - (a) 於參加計劃日前已過數及發單的簽賬
  - (b) 現金貸款及其他現金服務
  - (c) 運通財
  - (d) 購買美國運通旅行支票
  - (e) 購買美國運通禮券或旅遊禮券證書
  - (f) 因不能兌現支票而收取之費用
  - (g) 財務費用
  - (h) 過期繳款附加費及追討欠賬的費用
  - (i) 海外簽賬退稅
  - (j) 美國運通卡年費
  - (k) 運通財手續費用
  - (l) 以外幣簽賬之費用
  - (m) 繳附稅項
6. 所有經美國運通卡賬戶繳付煤氣及電費之公營機構簽賬將不會賺取任何公司里數。
7. 美國運通國際股份有限公司（「美國運通」）有權於任何時候終止此項計劃或取消或更改此項計劃之權益或其他詳情，並可對本條款作出修改，增加或刪除。此情況一旦出現，美國運通將預先通知貴公司。
8. 如閣下之月結單上有任何取消或退款之交易，我們有權將所賺取有關之公司里數從賬戶中扣除或註消。此項調整亦會反映於公司的指定「亞洲萬里通」賬戶。
9. 此項計劃乃美國運通優選公司卡會員或美國運通尊尚公司卡會員專享。
10. 如有任何爭議，美國運通將保留一切最終決定權。
11. 所有沒有給下定義之細則將與列於會員協議上的細則含有相同定義。
12. 本條款及細則之英、中文版本如有任何差異，概以英文版本為準。