

AMERICAN EXPRESS® Corporate Card Employee Application

Individual Liability
Thailand



The Corporate Card Employee Application (IL)

AMEX 55555
5203880504
Corporate Account No.
□□□□□□

Please ensure all the application details are completed to speed up the application process and send to:

New Accounts, American Express (Thai) Company, Limited
S.P. Building, 388 Phaholyothin Road, Bangkok 10400, Thailand. Tel: (662) 273 5566

Personal Information

Mr Mrs Miss Others
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Name in English as in Passport
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Name in Thai (for Thai applicant)
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Date of Birth (DD/MM/YY)
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Nationality □□□□□□□□□□□□□□□□

I.D. (Thai) □□□□□□□□□□□□□□□□

Passport No. (non-Thai)
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Address for Thai Nationality
Please select one option
 National ID Card Address House Registration Address
Please provide document
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Current Address
(If different from above, please provide document)
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Address for non-Thai National
Country of Nationality □□□□□□□□□□□□□□□□
Current Address in Thailand
(if not available, please provide information below)
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Current Address in Overseas
(Please provide document)
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Language Preference Thai English

Job Information

Name of company as it should appear on the Card
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Name of Company
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Employee I.D.
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Cost Centre
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Email Address
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Company Address
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Years of Tenure □□□□□□□□□□□□□□□□ Year(s)

Position
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Department
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Business Phone No. □□□□□□□□□□□□□□□□ Ext □□□□□□□□□□

Mobile Phone No.
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Total Annual Income (Bht.)
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Financial Information

Bank Name □□□□□□□□□□□□□□□□ Branch □□□□□□□□□□□□□□□□

Account No.
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Account Type
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American Express® Card
 Former Current Never

A/C No.
3 7 □□□□□□□□□□□□□□□□

Visa Master Card Diners Others

Account No.
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Billing Delivery Address

Current Address Company Address

Billing Address (in Thai language)
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Postcode
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DECLARATION BY APPLICANT

Terminology

Company Card Account – account of the Company maintained by American Express.

Individual Corporate Card Account – account of the Individual Corporate Cardmember issued under the Company Card Account maintained by American Express.

I, the Individual Corporate Card applicant, hereby apply to you, American Express (Thai) Co, Ltd., for an American Express Corporate Card ("Corporate Card"). By signing below, I am asking you to open an Individual Corporate Card Account in my name under the Company Card Account and to issue a Corporate Card in my name.

I agree to use the Corporate Card only for business purposes of the Company.

I understand and agree that I will be liable for all charges made with the Corporate Card.

If either you or the Company cancels the Company Card Account or either you or I cancel my Individual Card Account, the Corporate Card issued in my name shall be cancelled automatically.

I authorise you and your affiliates to contact any sources for information (including, without limitation, the National Credit Bureau Co. Ltd.) at any time, to use any information about me, including information from this application and from consumer credit reports for credit decisioning and administrative purposes and to share such information with each other.

I, the Corporate Cardmember applicant, whose signature appears below, authorise my employer's nominated individuals to manage my (a) active American Express Corporate Card Account(s); or (b) where any payment remains outstanding, my closed American Express Corporate Card Account(s) (collectively, the "Subject Account(s)"), and to receive enquiries from American Express (Thai) Co., Ltd. or such other party as it may engage ("Collection Parties"), regarding the collection of outstanding payments owing by myself (if any) in relation to the Subject Account(s). As the Corporate Cardmember, I further consent to receive enquiries from the Collection Parties regarding any payment which remains outstanding in relation to the Subject Account(s).

As a result, I further request and authorise American Express (Thai) Co., Ltd., from time to time, in relation to the Subject Account(s), to (a) disclose to my employer's nominated individuals any and all details in relation to the Subject Account, and (b) comply with any and all of my employer's nominated individuals' maintenance and financial instructions including but not limited to, where applicable, change of address & telephone number, Card activation and account cancellation instructions.

I, the Corporate Cardmember, agree that any action performed by my employer's nominated individuals on my behalf within the scope of this Consent Form shall have full force and effect as if performed by me in all respect and I shall accept full responsibilities of such action.

The consent given pursuant to this Consent Form shall remain in full force and effect until American Express (Thai) Co., Ltd. receives and processes written notification from me that I have withdrawn it.

Warning!!

A late payment fee is applied for the American Express Corporate Card. Should the payment not be made in full or be delayed, you and/or the Company, depending on the type of liability, will be subject to a late payment fee. Please ensure you completely understand the product and the Terms and Conditions before signing the application.

To read full terms and conditions, please refer to <http://gpcpms.americanexpress.com/th/forms>

Signature of Applicant

Date DD / MM / YYYY

DECLARATION BY COMPANY

The company named in this application ("Company"), through the execution of this declaration by the duly authorised signatory(ies) whose name is set out below, hereby request the issuance of an American Express Corporate Card to an individual named in this application who is the employee of the Company. The Company hereby confirms that the information given in this application form is to the best of the Company's knowledge true and correct, and that the Company hereby confirms to be bound by the American Express Corporate Card Account agreement conditions, with respect to such Corporate Card Account.

[Empty box for signature]

Signature of Authorised Signatory with Company Stamp (if any)

Name in Full

[Empty box for name]

Position

[Empty box for position]

Date

DD / MM / YYYY

[Empty box for signature]

Signature of Authorised Signatory with Company Stamp (if any)

Name in Full

[Empty box for name]

Position

[Empty box for position]

Date

DD / MM / YYYY

PLEASE ENCLOSE THESE DOCUMENTS

1. Certified copy of ID card (Thai) or Passport (non - Thai)
2. Certified copy of Work Permit (non – Thai)
3. Certified copy of House Registration (Thai), if provide House Registration Address
4. Certified copy of the current address proof document issued within 3 months (Thai and non-Thai) e.g. Utility Bills, Lease agreement, Driving License, ID Card, House Registration
5. Certified Latests Payslip or Confirmation letter from your employer stating your present position, period of employment and salary

- Please complete personal information in the boxes provided.
- Please do not use liquid paper or other erasable methods to erase any incorrect information on the application. Please cancel the portion of the information that is incorrect and sign against the cancellation. The correct information should then be provided next to the cancelled portion of the information.
- Do not make any correction to the printed statement or correct any contents under any circumstances.
- The signature on every document must be the same as signed on the application form.

Data Protection and Use of Personal Data

A. Collection of Personal Information

You consent to us collecting during the operation of your Account any information (including sensitive personal data) about you that is: (1) provided by you at our request via the application form or otherwise; (2) indocuments submitted to us by you; (3) received from third parties; (4) publicly available; or (5) derived from the information collected by us pursuant to (1) to (4) ("Personal Information"). Such third parties include but are not limited to your employer.

Such Personal Information includes but is not limited to your: (a) name; (b) identification or passport number; (c) address; (d) contact numbers; (e) email address; (f) employment details; (g) financial information; (h) credit information; and (i) criminal records.

You acknowledge that some of your Personal Information may be collected without your consent in accordance with the Personal Data Protection Act B.E. 2562 (2019) ("PDPA").

If you do not consent to our collection, use or disclosure of your Personal Information, which is pursuant to these Terms and Conditions and necessary for the provision of our products or services, or where you request that we suspend our use of your Personal Information necessary for the provision of our products or services: (1) we may not be able to provide you the Card, products or services that you require; (2) you may not be able to use your Card; and/or (3) we may cancel the use of the Card.

B. Disclosure of Personal Information

You consent to the disclosure of Personal Information that you have provided us to: (a) companies within the worldwide American Express group of companies ("Amex Group companies"); (b) any party whose name or logo appears on the Card issued to you; (c) third parties who process transactions submitted by Service Establishments on the American Express network where you use the Card worldwide; (d) processors and suppliers we or any other Amex Group companies may engage; (e) the providers of services and benefits associated with your Account; (f) consumer credit bureaus, credit information companies, consumer reference agencies, collection agencies and lawyers; (g) parties (including Service Establishments) who accept the Card in payment for goods and/or services purchased by you; (h) parties who distribute the Card; (i) co-branded partner of Amex set out in the Terms and Conditions governing use of your Account; (j) banks, financial institutions, government agencies, statutory boards or authorities in Thailand or elsewhere; (k) anyone to whom we may transfer contractual rights; and/or (l) any other party approved by you or to whom we consider it in our interests to make such disclosure.

C. Purpose of Collection, Use or Disclosure

You consent to the collection, use or disclosure of Personal Information, including information aggregated or combined with other information, such as your identity and transaction pattern data, for any of the following purposes: (a) conducting KYC checks, credit analysis and issuance of any Card; (b) delivering our products and services to you, including but not limited to the management, administration, service and operation of your Account; (c) improving our products and services, including but not limited to monitoring telephone calls between you and us; (d) conducting data analytics, research and analysis; (e) processing and collecting Charges on your Card; (f) managing the benefits and/or insurance programs in which you are enrolled; (g) advertising and marketing our

products and services, and those of our third party business partners; (h) managing risks relating to our business, including credit risk, fraud risk and operational risk; (i) any actual or proposed purchase, sale, lease, merger or amalgamation or any other acquisition, disposal or financing of any Amex Group companies or a portion of such company or of any of the business or assets of such company; and (j) complying with legal or regulatory requirements.

You agree that your Personal Information may also be collected, used or disclosed for other purposes: (1) for which you give your specific permission; (2) as required by law; or (3) permitted under the terms of the PDPA.

D. Updating Personal Information

You acknowledge and agree that during the life of your Card membership, you will update American Express of any change to your Personal Information, and assist American Express to ensure that your Personal Information such as personal background details (e.g. job or business information) and/or latest financial information (e.g. credit references and bank details) remains correct, up-to-date, complete and not misleading, including responding to American Express' request (which may be made from time to time) for your updated Personal Information.

Where you: (1) provide us with information relating to a third party (including authorized account managers); (2) refer a third party to us; or (3) where you purchase goods and/or services on behalf of a third party, you confirm that you have informed that third party and obtained all necessary consent in accordance with applicable laws (including the PDPA) from that third party to the disclosure to us and/or processing of his or her information by us and such other parties set out in section B (Disclosure of Personal Information) above.

F. Marketing

We and other Amex Group companies may use your Personal Information to identify goods and services in which you may be interested; and market offers to you (by mail, e-mail, telephone, SMS, via the internet or using other electronic means) in relation to such goods and services. You agree that your consent will remain in place until you withdraw it or you cease being a Cardmember. You may at any time opt out of such marketing offers by: (1) contacting our Customer Care Professional at the telephone number on the back of your Card; or (2) logging into your Account at www.americanexpress.com/thailand/en to update your privacy preferences.

We may also, from time to time, contact you to ensure that the information we hold about your marketing preferences is up to date.

G. Consumer Credit Bureau

You authorize us and our affiliates to make whatever credit investigations about you which we deem appropriate. We may disclose information relating to you to credit bureau companies as required by the Credit Information Business Act 2002 (B.E. 2545) as amended from time to time. We may ask credit information company(ies) or any other consumer reference agencies for information on your credit history or any other information as allowed under the Credit Information Business Act 2002 (B.E. 2545), and information concerning your Account may be furnished by us to credit information company(ies) or any other consumer reference agencies, banks or other creditors. We may exchange any Personal Information we received about you with our affiliates or consumer credit bureaus, including but not limited to any credit or other Information we may obtain from your application or credit reports, to

carry out credit checks and other assessments. We may inform the bureaus of the current balance on your Account and we may tell them if you do not make payments when due. They will record this information and may share this with other organisations in accordance with their legal powers and obligations. Where we disclose your Personal Information in accordance with this section, you agree and accept that we may inform you of any such disclosure using such method and format as deem appropriate.

H. Electronic or Telephone Communication

If you contact us by any electronic means, we may record the telephone number or internet protocol address, associated with that means of contacting us at the time. We may also monitor and/or record telephone calls between us to assure the quality of our customer service.

I. International Transfer of Data

Personal Information may be processed in, accessed in or disclosed to countries outside Thailand for the purposes set out in section C (Purposes of Collection, Use or Disclosure) above. You agree to the transfer of your Personal Information outside Thailand to jurisdictions that may not protect your Personal Information to the standards under the PDPA. We will take appropriate steps to ensure the same level of protection for your Personal Information in other jurisdictions outside Thailand.

J. Retention and Destruction of Information

We keep Personal Information for the purposes described herein for as long as is appropriate for our business or legal purposes, which is the life of your Card membership plus 11 years after termination of your Account, unless otherwise required by applicable law.

K. Your Rights

You are entitled at any time, subject to the PDPA, to: (a) withdraw your consent to the collection, use or disclosure of your Personal Information, unless there is a restriction of the withdrawal of consent by law or the contract that benefits you; (b) request the access to and/or obtain a copy of information held by us about you or your Account or the disclosure of details on how your Personal Information may be collected without your consent; (c) request the transfer of your Personal Information in machine readable formats to other parties; (d) object to the collection, use or disclosure of your Personal Information under such circumstances as set out in the PDPA; (e) request the destruction or anonymization of your Personal Information under such circumstances as set out in the PDPA; (f) request the suspension of use of your Personal Information under such circumstances as set out in the PDPA; (g) request that we ensure your Personal Information remains correct, up-to-date, complete and not misleading, and if we reject your request, we will in accordance with Section 39 of the PDPA make a record of your request and reasons for rejecting your request; and (h) file a complaint if we, our employees, or contractors breach or violate the PDPA or other notifications issued in accordance with the PDPA.

You agree that Amex may impose a reasonable charge to cover the costs of complying with the requests (b) and (c) above. Please make such requests in writing to the Data Privacy Officer, whose details are set out in section L (Data Privacy Officer) below.

L. Data Privacy Officer

If you have any requests set out in section K (Your Rights) above, please contact our Data Privacy Officer in writing at:

Data Privacy Officer, American Express (Thai) Company, Limited, The Data Privacy Office, S.P. Building, 388 Phaholyothin Road, Samsennai, Phayathai, Bangkok 10400, Thailand

M. Consent Withdrawal

If you do not wish for us to continue collecting, using or disclosing your Personal Information, you may withdraw your consent by making your request in writing to our Data Privacy Officer.

Please note that your request to withdraw consent for us to collect, use or disclose your Personal Information in accordance with this Terms and Conditions necessary for the provision of our products and services may impact your use of products and services as mentioned in Condition A. above.

By signing below, I hereby accept and provide my consent for any collection, use and disclosure of Personal Information in accordance with the above.

Signature of Applicant

Date DD / MM / YYYY

MEMBERSHIP REWARDS

Yes, enroll me in Membership Rewards™

I am already enrolled in Royal Orchid Plus. My account number is:

By signing below, I understand that the annual Membership Rewards programme fee of Baht 1,250 will be automatically billed to my Individual Corporate Card Account. I also understand that my enrolment is subject to the Company's approval and the Membership Rewards programme Terms and Conditions shall govern my enrolment and participation in the Membership Rewards programme.

Signature of Applicant

Date DD / MM / YYYY

**AMERICAN EXPRESS (THAI) CO., LTD.
DETAILS OF INTEREST RATE, PENALTY CHARGE, FEES AND OTHER SERVICE CHARGES**

American Express® Corporate Card

1. Interest Rate, Penalty Charge, Fees and Other Service Charges

Interest Rate	N/A
Credit Usage Fee	N/A
Late Payment Fee	16% per annum of Outstanding Balance
Fees or Other Service Charges (Extended Payment Plan)	N/A
Start Date of Interest and Credit Usage Fee or Late Payment Fee	Statement Date

2. Minimum Repayment

N/A

3. Cash Withdrawal Fee⁽¹⁾⁽²⁾

3% of Amount Withdrawn

4. Grace Payment Period

N/A (No Interest on Charge Card)

Operating Fee

Corporate Card (Green)

Corporate Card (Gold)

Basic

Basic

5. Card Fees by Type⁽²⁾

Joining Fee (one time):		
Urgent New Fee	N/A	
Annual Fee (per annum):		
Cardmembership	449.53 – 1,649.53	1,249.53 - 2,449.53

6. Payment Fee (VAT Inclusive)

Direct Debit	Free of charge
Over the Counter at American Express	Free of charge
Payment by Cheque or Money Order	Free of charge

Over the Counter and Electronic Payment Channels (ATM, Internet, Phone Banking) at the Participating Commercial Banks

Bangkok and Greater Bangkok area⁽³⁾/Upcountry area (Baht per transaction)

	Counter	ATM	Internet	Phone
Bangkok Bank	15/30	15/30	Free of Charge	15/25
Kasikorn Bank	15/50	15/25	Free of Charge	15/25
Siam Commercial Bank	Service not available	15/35	Free of Charge	Service not available
Bank of Ayudhya	15/30	10/20	Free of Charge	10/20
United Overseas Bank	15/20	10/20	Free of Charge	Service not available

7. Card Replacement Fee⁽²⁾

Free of charge

8. Request Fee for Statement⁽²⁾

23.37 Baht/Page

9. Request Fee for Record of Charge⁽²⁾

Domestic Charge	Free of charge
Overseas Charge	Free of charge

10. ATM PIN Replacement Fee

Free of charge

11. Disputed Charge Fee⁽²⁾

Free of charge

12. Returned Cheque Fee⁽²⁾

200 Baht/Each returned cheque

13. Credit/Collection Administration Fee

Free of charge

14. Fees related to payment to governmental agency

N/A

15. Currency Conversion Risk Factor⁽⁴⁾

2.5%

Remarks – N/A is "Not Applicable"

⁽¹⁾ For ATM withdrawals, this is only available locally.

⁽²⁾ All Fees are excluding VAT

⁽³⁾ Greater Bangkok areas = Samutprakarn, Nonthaburi and Patumthani

⁽⁴⁾ Spending in foreign currency: If you make a charge in a currency other than Thai Baht, that charge will be converted into Thai Baht. The conversion will take place on the date the charge is processed by overseas American Express, which may not be the same date on which you made your charge as it depends on when the charge was submitted to American Express. If the charge is not in US Dollars, the conversion will be made through US Dollars, by converting the charge amount into US Dollars and then by converting the US Dollars amount into Thai Baht. If the charge is in US Dollar, it will be converted directly into Thai Baht.

You understand and agree that the overseas American Express treasury system will use a conversion rate based on interbank rates that it selects from customary industry sources on the business day prior to the processing date, increased by a Currency Conversion Risk Factor assessment on such charges. If charges are converted by the third parties prior to being submitted to American Express, any conversions made by those third parties will be at rates selected by them.

To check the preliminary exchange rates for reference, please visit www.americanexpress.co.th or contact Customer Service Department.

(LETTER OF CONSENT TO DISCLOSE INFORMATION)

Made at: _____

Date: _____

Mr Mrs Miss Others _____

First Name

Last Name

Identification (for Thai applicant)/Passport number (for non-Thai national)

□□□□□□□□□□□□□□

Date of Birth (DD/MM/YYYY)

□□,□□,□□□□

I hereby agree and consent to the National Credit Bureau Co., Ltd. ("the company") to disclose or to provide my information to American Express (Thai) Co., Ltd. which is a member or service recipient of the Company for the purposes of credit analysis, issuance of credit card according to my application for credit/credit card which was given to American Express (Thai) Co., Ltd. as mentioned above, including to the purposes of credit review, credit agreement extension/credit card renewal, risk management and prevention pursuant to the Bank of Thailand's stipulations. I further agree that any duplication and any copy, photocopy, electronic data, or facsimile which have been made as a copy from this original consent letter by means of photocopying, image scanning, or recording in whatever forms shall be deemed as evidence of my consent with the same effect as its original.

I hereby affix my signature:

_____ Signature of Consent Grantor
(_____) Name in English
(Please print or use Capital letters)

Remark: Information which the Company discloses to a member or service recipient is one of the constituents for credit analysis of financial institutions but disclosure of such information is right of information owner, whether he/she will give it or not.

For American Express use only:

_____ Signature of Witness
(American Express Staff)
(_____) Name in English
(Please print or use Capital letters)

americanexpress.co.th

American Express (Thai) Company Limited
©Registered Trademark of American Express Company.
S.P. Building, 388 Phaholyothin Road, Bangkok 10400, Thailand

