



# Visa Corporate Card Cardholder Request

This form is used to add a new cardholder to your Corporate Card account. The completed form must be emailed to [corporatecardsupport@nab.com.au](mailto:corporatecardsupport@nab.com.au) by an Authorised Officer.

## Section A Customer Information

### Company Details

Full legal name of business (including details of any trust, if acting as trustee)

Comp ID

Sub Level ID

Billing Account

### Cardholder Details

Surname (NM2 L)

Given Name (NM2 F)

Middle Name (NM2 M)

Title (NM2 S)

Date of birth

Card and PIN delivery address (Individual cardholder delivery addresses can only be requested if this functionality has been enabled for your card facility).

Mobile Number\*

Email\*

Employee Number\*

\*Mandatory for Cardholder Self Service

Credit Limit

Transaction Limit (if applicable)

Suffix (Plastic Type)

\$

Use "D" if Dynamically  
Funded or "F" if Virtual Card

## Section B Customer authority

This form requires an Authorised Officer's signature which will be verified by NAB. The Line Manager signature is optional and will not be verified.

Line Manager consent (optional).

Line Manager's Name

Employee Number

Line Manager's signature

Date

X

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**I declare that I am the Authorised Officer for the above customer. I acknowledge and confirm the following:**

1. The card being issued to the above-mentioned Cardholder is being issued in accordance with the Letter of Offer and any applicable terms and conditions.
2. The Cardholder is authorised to have a card.
3. The Cardholder has been provided with a copy of the NAB Purchasing and Corporate Card Conditions of Use (which are available at <http://www.nab.com.au/corpcardterms>).
4. The Cardholder's full legal name, date of birth and residential address has been recorded by the customer, will be held by the customer as a record and can be provided to NAB upon request.

Authorised Officer's signature

Authorised Officer's Name

Date

X

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## Section C Relationship/Transactional Banker use only (if Authorised Officer not utilised)

This form requires an Authorised Officer's signature which will be verified by NAB. The Line Manager signature is optional and will not be verified.

Cardholder Customer Number

Banker's signature

Banker's Name

Banker's Employee Number

X