

**Business Card New Cardholder Request****1 Company details**

Accountholder company name	<input type="text"/>
Accountholder facility number	<input type="text"/>
New credit card number (Bank use only)	<input type="text"/>
Company number (Bank use only)	<input type="text"/>

2 New cardholder details

Title	Date of birth (dd/mm/yyyy)	Gender	Work telephone number	Mobile telephone number
<input type="text"/>	<input type="text"/>	M <input type="checkbox"/> F <input type="checkbox"/>	<input type="text"/>	<input type="text"/>
Family name	Given name	Middle name		
<input type="text"/>	<input type="text"/>	<input type="text"/>		
Name to appear on card (e.g. Mr Ian Smith – maximum 21 characters)	Driver's licence number			
<input type="text"/>	<input type="text"/>			

3 Postal address for correspondence

<small>(Maximum 26 characters)</small>		
<input type="text"/>		
<small>(Maximum 26 characters)</small>		
<input type="text"/>		
<small>(Maximum 24 characters)</small>	State	Postcode
Suburb	<input type="text"/>	<input type="text"/>

4 Card control options

Cardholder's limits (whole dollars)			
Monthly limit	Individual transaction limit	Cash access	Hierarchy Reporting level
\$ <input type="text"/> .00	\$ <input type="text"/> .00	Yes <input type="checkbox"/> No <input type="checkbox"/>	<input type="text"/>

5 Cardholder consent

I, ('the cardholder'), consent to the issue of a Commonwealth Bank Business Card ('the Card') in my name for my use as an agent of the accountholder named herein. I undertake that the Card will only be used for the purpose of paying expenses incurred in the course of the accountholder's business.

Privacy Acknowledgement and Consent:

I agree to the Bank's use and disclosure of my personal information, to which reference is made in the Privacy Acknowledgement and Consent section of this form.

Financial Transaction Reports Act, 1988

I understand that the Act requires cardholders to state all the names by which they are commonly known and prohibits the use of false names. In this knowledge, I state that I believe the particulars shown on this form are true and correct.

Note It is an offence under the Financial Transaction Reports Act, 1988 to make a false or misleading statement.

Signature of cardholder	Date
<input type="text"/>	<input type="text"/>

6 Accountholder consent

I/We, the accountholder, hereby authorise the Commonwealth Bank of Australia to issue a Commonwealth Bank Business Card to the abovementioned cardholder who will operate as an agent of the accountholder. I/We acknowledge that the Card will be issued solely for the purpose of paying expenses incurred in the course of the accountholder's business. I/We understand that I/we have no claim against the Commonwealth Bank of Australia for any use of the Card contrary to the purpose for which it is issued.

I/We acknowledge that I am/we are responsible for the cardholder's use of the Card and for paying all the amounts of any purchases and permitted transactions the cardholder makes or cash advances the cardholder obtains using their Card. If I/we ask you in writing, you will cancel a Card issued to the cardholder. I/We may also ask you, either by attending a branch or by phoning you on 13 2221, to place a stop on the Card account, in which case all cardholders cannot make any more transactions on the Card account until I/we request the Bank (either by attending a branch or by phoning you on 13 2221) to remove the stop. However, I/we acknowledge that neither the cancellation of a Card nor the stop on the Card account will take full effect immediately. I/We will continue to be liable for all transactions made by the cardholder to purchase goods and services at a price below a merchant's authorised floor limit, until I/we have taken all reasonable steps to have the Card returned to you.

Authorised signatory/ies of accountholder

Date

7 Cardholder identification details (complete one of A, B or C only)

In order to satisfy the Financial Transaction Reports Act, 1988, signatories must be identified. This application can only be processed once the following section is complete.

A Commonwealth Bank accountholders can simply list their Commonwealth Bank account number in the table below:

Account type (e.g. Streamline, MasterCard) BSB

Account number

B Alternatively a company's authorised verifying officer can sign the following statement:

The cardholder's signature shown on page 1 has satisfied the 100 points identification criteria.

Name of verifying officer

Signature

Date

C If the above options are not available, please take this form to your nearest Commonwealth Bank branch, where we will be able to verify your identification.

Document type	Points	Document number and name on document	Issue place, issue date and expiry date
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Bank use only

- Ensure that the cardholder and authorised signatory/ies of accountholder have signed form.
- Ensure that identification details in section 7 are complete and that the cardholder has been identified in accordance with the Financial Transactions Report Act 1988.
- **Create a CommSee work item** 'New Account' request to 'Corporate Cards' with accountholder facility number, new cardholder's name and any special instructions.
- Fax this application form direct to the Corporate Card Team on **1300 729 512**.

Bank officer

Signature

Staff number

Contact telephone number

CommSee reference number



Privacy Acknowledgement and Consent

In this Section

'We', 'us' and 'our' refer to: The Commonwealth Bank Group member named in the application form accompanying this Acknowledgement and Consent.

'You' and 'your' refer to: The individual whose information we collect and hold for our purposes.

Collection of personal information

We collect personal information (including customers' full name, address and contact details) so that we may administer our customer relationships and provide customers with the products and services they request, as well as information on the Commonwealth Bank Group's ('the Group') products and services.

Where it is necessary to do so, we also collect information on individuals such as company directors and officers (where the company is our customer), as well as customers' agents and persons dealing with us on a 'one-off' basis.

The law can also require us to collect personal information, e.g. Commonwealth legislation requires us to identify persons who open or operate accounts.

You need to provide us with accurate and relevant information

If you provide us with incomplete or inaccurate information, we may not be able to provide you with the products or services you are seeking.

Other members of the Group

We are permitted by the Privacy Act to disclose personal information to other members of the Group. This enables the Group to have an integrated view of its customers.

Other disclosures

Personal information may be disclosed to:

- your adviser, and brokers and agents who refer business to us;
- if you are borrowing from us to purchase property: valuers and insurers;
- if you have life insurance: claims investigators, medical practitioners, reinsurers, insurance reference agencies;
- if you have superannuation or managed investments: external product providers into which you might direct some of your investment or other product providers to which your investment might be transferred;
- organisations to whom we outsource certain functions. For greater detail on outsourcing, please refer to our Privacy Policy Statement, which is available at www.commbank.com.au or on request from any branch of the Bank.

In all circumstances where contractors and agents may become aware of personal information, confidentiality arrangements apply. Personal information may only be used by our agents and contractors for our purposes.

We may also disclose personal information to other financial institutions and organisations at their request if you seek credit from them.

We may be allowed or obliged to disclose information by law, e.g. under Court Orders or Statutory Notices pursuant to taxation or social security laws.

Sending of personal information overseas

We will send information overseas if we outsource functions using overseas agents or contractors.