



AMERICAN EXPRESS® GLOBAL DOLLAR CARD PROGRAM

GDC-Program Administrator Application- April 2024

Program Administrator Enrollment Form

The USA Patriot Act requires all financial institutions to obtain, verify, and record information that identifies individuals seeking to open an account. When you open a new account, we will ask for your name, a physical address, date of birth, and an identification number. We will require a copy of your driver's license or other identifying document (i.e., Passport copy) which will allow us to identify the person who is requesting the Card as required by Federal law. **The application cannot be processed if all required information is not complete.**

When completing this application, please do not write outside the fields provided.

1. Program Administrator's Details

Are you an existing Program Administrator:

Yes (If yes, please complete **1-2-4.** below) No (Please only complete **3.** below)

1. Online Services User ID/Recipient ID/Contact ID:

2. Program Administrator's Primary Country:

The following person is authorized to act on behalf of the Company in administering all aspects of the American Express Corporate Global Dollar Card Program, including access to the Online Services in accordance with the Online Service Terms.

3.
Title: Mr Mrs Ms Miss Other

First Name:

Middle Name:

Last Name:

Suffix (if applicable):

Full Legal Name:
(Complete only if your legal/birth name is different than the one provided above)

Alias Name (if applicable):

Residential Address:

City:

State:

Country:

Zip Code:

Employer Company Name:
(if different to Company Registered Name provided in section 2)

Job Title:

PA Correspondence Address:

City:

State:

Country:

Zip Code:

Date of Birth (MMDDYYYY):

Nationality:

Office Phone Number:
(inc. country & area codes)

Office Email Address:

We will use your information to process your application, to communicate you about its status, and we may notify you about important account updates and services that may be suited to your needs. We will never share your email address. For information about how we protect your privacy, please visit americanexpress.com/privacy.



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1. Program Administrator's Details (continued)

4.

Basic Control Account (BCA) Number:

Master Control Account (MCA) Number:

CID:

2. Program Administrator Online Services Access

Please select boxes below to determine the level of online access given to the Program Administrator. Check all options that apply. Your American Express representative can discuss which of these options will be most appropriate and are available for your American Express Corporate Card Program.

Standard Reporting Customized Reporting Online Program Management

The newly enrolled Program Administrator will receive an email with instructions on how to activate the Online Service tool. Please follow the steps in the email within 24 hrs. of receiving it. If you don't enroll within the 24 hr. time frame, the link will expire and you will need to call Customer Service to request the email again.

If you wish to appoint an additional Program Administrator in the future or change the level of authorization granted, you can do so by calling the phone numbers on the back of the Card, which are available 24/7 or you can email the Program Administrator enrollment form to GDCMaintenance@aexp.com

Signature
Authorized Officer/Program Administrator

M M D D Y Y

First Name:

Middle Name:

Last Name:

Job Title: