

CITI CORPORATE CARD NOMINATION FORM

To be completed by Employer and Employee

Documents Required : ■ Copy of your NRIC ■ Latest 3 months Computerized Payslip or latest Income Tax Assessment or original CPF Statement for past 12 months.

For Foreigners: Please provide a copy of your Passport, Employment Pass (with at least six months validity), Overseas Address and Contact Number.

AUTHORISED SIGNATORY(IES) OF COMPANY

CHOICE OF CARD (please tick) : ☐ MASTERCARD ☐ VISA

By signing this Citi Corporate Card Nomination Form (the "Form"), I/We as authorised signatory(ies), on behalf of the Company (whose particulars are set out herein) apply for and request Citibank Singapore Ltd (the "Bank") to establish a Citi Corporate Card account (the "Card Account") for and issue a Citi Corporate Card to the proposed cardmember nominated in this Form (the "Proposed Cardmember").

I/We have selected the following liability option (☒ please tick):

☐ **JOINT & SEVERAL LIABILITY:** The Company agrees to be jointly and severally liable together with the Proposed Cardmember to the Bank for all charges and other liabilities incurred by the Proposed Cardmember on this Card Account. The Company must complete a Form for each Proposed Cardmember. Each Proposed Cardmember must also have a minimum annual income of S\$30,000 (for Singaporeans/Permanent Residents) or S\$42,000 (for foreigners) to qualify.

☐ **CARDMEMBER LIABILITY:** The Company agrees that the Proposed Cardmember will be solely liable for all charges and other liabilities incurred on this Card Account. The Company must complete a Form for each Proposed Cardmember. Each Proposed Cardmember must also have a minimum annual income of S\$30,000 (for Singaporeans/Permanent Residents) or S\$42,000 (for foreigners) to qualify.

1. I/We on behalf of the Company accept and agree to be bound by the terms of the Citi Corporate Card (Joint & Several/Cardmember Liability) Cardmember's Agreement and the Privacy Circular (for Corporate Customers and Institutional Customers) (defined below).

2. I/We warrant that the information furnished in this Form and in any documents or attachments given to the Bank in connection with the application by me/us, the Proposed Cardmember or any Relevant Individual (as defined in the Privacy Circular) is true and accurate.

Name(s) of Authorised Signatory(ies) (as in Corporate Application Form)

1) _____ And/Or 2) _____

Designation

1) _____ 2) _____

Signature Of Authorised Signatory(ies) & Company Stamp

1) _____ 2) _____

Date

Date

PARTICULARS OF PROPOSED CARDMEMBER

Full Name as in NRIC/Passport (underline surname)

☐ DR ☐ MR ☐ MS

Bill to:

☐ Home

☐ Office

Mobile No.

Home Tel. No.

Office Tel. No.

Fax No.

Hanyu Pinyin Name (if any)
(as in NRIC/Passport)

Position/Job title

No. of years employed

Alias Name (if any)
(as in NRIC/Passport)

Monthly salary S\$

Hanyu Pinyin Alias Name (if any)
(as in NRIC/Passport)

Email Address

Married Name (if any)
(as in NRIC/Passport)

Preferred Credit Limit - Please tick where applicable (mandatory).

☐ Preferred Credit Limit: S\$_____

(Minimum Credit Limit = S\$1,000. Will be rounded down to the nearest hundred.)

☐ No Preference¹

¹I have no preference for the credit limit on my Credit Card account(s). I consent to Citi assigning me a credit limit which shall be determined at its absolute discretion in accordance with the law and its policies.

Cardmember's name to appear on card (maximum 19 characters)

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Date of Birth

Sex

Nationality

Permanent Resident

NRIC/Passport No.

Mth Day Yr

☐ Yes ☐ No

Home Address

Postal code

Residence ☐ Owned ☐ Parents ☐ Rented ☐ Mortgaged ☐ Employers

For foreigners, please indicate overseas address & contact no.

U.S. Tax Declaration

☐ Non-U.S. Person

☐ U.S. Person

U.S. Tax ID Number:

--	--	--	--	--	--	--	--	--	--

Marital Status

☐ Single ☐ Married

☐ Widowed ☐ Divorced

Number of dependants

Highest Academic Qualifications

Company Name and Billing Address (Mailing Address)

Postal code

PRODUCT HIGHLIGHTS

CITI CORPORATE CARD

Notification of Right of Review Clauses

The terms and conditions governing Citi's product and/or service relationship with customers contain clauses that give Citi the unilateral right to revise such terms and conditions. For the Notification of Right of Review Clauses, please refer to the Citibank Singapore website, click on Terms and Conditions at the bottom of the page, followed by General tab.

Annual Fee for Citi Corporate Card

S\$163.50 inclusive of 9% GST

Credit Limit

The maximum aggregate credit limit offered by Citi in respect of unsecured credit facilities granted to an individual whose annual income is not less than S\$30,000 is (a) 4x the individual's monthly income; or (b) such higher multiplier of the individual's monthly income as may be permitted under law.

Citi will assign the credit limit(s) based on the individual's indicated preferred credit limit(s), income information provided and its credit and risk management policies.

For Joint & Several Liability, the credit limit is subject to the approved credit line at the company level.

Administrative Fees for Transactions in Foreign Currencies and Transactions in Singapore Dollars processed outside Singapore

For card transactions effected in foreign currencies:
Citi Visa and MasterCard Corporate Cards: Up to 3.25%.

For card transactions effected in Singapore Dollars and processed outside Singapore:
Citi Visa and MasterCard Corporate Cards: 1%

Liability for Unauthorised Transactions

Your liability for unauthorised transactions on each credit card account is capped at S\$100 provided that Citi is satisfied that you have (i) not been negligent, (ii) not acted fraudulently and (iii) immediately notified Citi about the loss/theft/disclosure.

Repayment Grace Period

25 days from the date of statement of accounts.

Interest Charges

The effective interest rate applicable on your account will be:

The prevailing retail interest rate of 27.9% per annum and cash interest rate of 27.9% per annum, subject to a minimum interest charge of S\$3.00 a month.

*Cash Interest Rate refers to the interest rate applied on outstanding debit balances from Cash advance, Cash advance fee, Quasi-cash transactions, Outstanding Balances pursuant to the Balance Transfer Program after the expiry of the promotional Tenure, and interest charges resulting from such transactions. The retail interest rate refers to the interest rate applied on all other outstanding balances.

If payment is not made in full by the payment due date, interest charges will be calculated on a daily basis on all transactions in both the current statement as well as next month's statement from the transaction date until the date full payment is received.

Cash Advance Charges

S\$15 or 8% of amount withdrawn per transaction, whichever is higher, plus interest charges calculated on a daily basis on the amount withdrawn from the date of the cash advance until the date payment is made in full.

Late Fees

If the Minimum Payment Due is not received on or before the Payment Due Date, a Late Payment Charge of S\$100 will be levied.

Minimum Payment Amount

Current Balance	Minimum Payment
S\$0 to <S\$50	Current Balance
>=S\$50	The minimum payment amount is specified in your statement of account and is computed by taking greater of – (a) (i) 1% of the current balance; plus (ii) 1% of any outstanding unbilled instalment amounts; plus (iii) all interest charges (including interest charged under our instalment plans); plus (iv) all upfront service fees for our instalment plans; plus (v) late payment charges; or (b) S\$50; plus any overdue amounts.

Overlimit Amount

The overlimit amount is specified in your statement of account and refers to the balance (including any unbilled balances) in excess of your credit limit and must be paid immediately. The overlimit amount is in addition to the total minimum payment amount.

Payment hierarchy

We shall be entitled in our reasonable discretion to apply and appropriate all payments received by us in such a manner or order of priority as we may deem fit, notwithstanding any specific appropriation of such sums by you or any person making such payment.

FOR BANK USE

Corp Customer No. (VISA/MC)						
Corp Liability						
APP ID:	A	D	C	VCL	BC	MCC
GRB: Y / N	DP: Y / N	VE: Y / N	OIC	FEE 0 / 1	SOURCE CODE:	
CIP/P	1P: B / S Y / NA	1S: B / S Y / NA	1N: B / S Y / NA	SDN / PF CHECKED: YES / NIL	CB MATCHED: Y / N / NA	
Cust #		A/C #			AGENT CODE	

DECLARATION OF PROPOSED CARDMEMBER

By signing below, I ask for a Card Account to be opened and Citi Corporate Card ("Card") to be issued to me from time to time until the Card Account is terminated. I accept and agree to be bound by the terms of the Citi Corporate Card (Joint & Several/Cardmember Liability) Cardmember's Agreement. Further, I have read, understood and agree to the terms of and that you may collect, use and disclose information about me in the manner and for the purposes as described in the Privacy Circular (as defined below). A copy of the Privacy Circular will be provided to me upon my request. If I am a foreign national/resident and where a data privacy circular applicable to my country of nationality/residency has been prepared by Citi (whether now or in the future) to address applicable data privacy requirements, I acknowledge that I agree to the terms of such data privacy circular as set out in the Citibank Singapore Website (Website Footer > Privacy) which may be updated by Citi from time to time.

For Cardmember Liability, I understand and agree to be solely liable to the Bank for all charges and other liabilities incurred in respect of my Card Account.

For Joint & Several Liability, I understand and agree that I am jointly and severally liable with the Company for all charges and other liabilities incurred by me in respect of my Card Account.

I undertake to use the Citi Corporate Card only for official business expenses. I warrant that the information furnished in this Form and in any documents or attachments given to the Bank in connection with this nomination by me is true and accurate. In the event any of the information provided by me becomes inaccurate or misleading or changed in any way, I shall promptly notify the Bank of any such changes in writing.

I authorise all persons/entities as the Bank may deem appropriate to request for any information (confidential or otherwise) relating to me in any way and to release the same to the Bank without reference to me. I consent to the Bank disclosing to any third party as the Bank may deem fit at the Bank's absolute discretion any information relating to me in any way.

I confirm that the Company is fully authorised to act on my behalf in respect of and in connection with the Card Account(s) and is fully authorised by me to give any instructions, notices or requests in connection with the Card or the Card Account (and is entitled to request for the termination of the Card Account); and I agree that the statement and all communication may be sent or given to me and/or the Company. I agree to notify the Bank promptly of any change relating to my employment/appointment with the Company.

I confirm that at the time of this application, I am not an undischarged bankrupt and to my knowledge, there are no current or pending or threatened legal or bankruptcy proceedings against me or statutory demands served on me. I further confirm that no debt repayment scheme under the Bankruptcy Act (Chapter 20) is applicable to me.

I confirm that the warranties and authorisations above shall be relied on for the purpose of assessing this application as well as for the continuing operation of the Card Account.

Without prejudice to the generality of the foregoing, where the Bank is a member of, or subscriber for the information sharing services of, any credit bureau recognized by the Monetary Authority of Singapore ("MAS") under or pursuant to the Banking Act (Chapter 19), I authorise the Bank to transfer and disclose to:

(a) any such credit bureau; and

(b) any fellow member or subscriber as may be recognized as such by MAS.

any information relating to me and/or any of my Card Account(s) with the bank (and for such purposes) as may be permitted under or pursuant to the Banking Act (Chapter 19).

For the purposes of complying with any Law or Regulation (defined below), I shall provide the Bank with any information as the Bank may require from time to time, and shall update such information as the Bank requires from time to time to enable the Bank to comply with such Law or Regulation, and I further waive any bank secrecy, privacy or data protection rights related to my Card Account.

For Cards with Cardmember Liability: Where I have indicated a Preferred Credit Limit, I agree that the Bank may regardless, assign a credit limit to me, which is equal to or lower than such indicated Preferred Credit Limit. Where I have not indicated any Preferred Credit Limit, I consent to the Bank assigning a Credit Limit which is not more than the maximum credit limit permitted by law or the Bank's policies.

For Joint & Several Liability: I understand that I have the option to indicate my Preferred Credit Limit and accept that the final credit limit assigned to me may be determined by any credit limit as ultimately confirmed by the Company to the Bank.

I understand that the EMV chip on my Card remains active for any Overseas Point of Sale transactions and such transactions will be processed even if I have not activated the Card to be used for Overseas Transactions (please refer to section on "Overseas Usage Activation (Optional)" in this Form).

"Privacy Circular" refers to (<https://www.citibank.com.sg/pdf/circular-relating-to-the-personal-data-protection-act.pdf>), also available at Citibank website (Footer)>Privacy>Personal Data Protection and You>Privacy Circular (For Corporate and Institutional Customers).

U.S. Tax Declaration

1. By checking the appropriate box under the U.S. Tax Declaration section set out in this Form, I declare my tax status under U.S. tax law. I understand that a false statement or misrepresentation of the tax status by a U.S. Person could lead to penalties under U.S. tax laws.

2. In the event if none of the boxes is/are checked under the U.S. Tax Declaration section in this Form, I represent and warrant that I am not a U.S. Person and that I am not acting for or on behalf of a U.S. Person. A false statement or misrepresentation of tax status by a U.S. Person could lead to penalties under the U.S. laws.

3. I must provide you with such information as you may require from time to time, and must update that information as you require from time to time, to enable you or any Citigroup Organisation to comply with any Law or Regulation. In particular, I must contact you immediately or at least within 30 days if at any time in the future I become a U.S. Person (this does not apply if I have already informed you that I was a U.S. Person when I opened the account). If I do become a U.S. Person, I must complete and return to you as soon as reasonably possible any relevant U.S. tax or waiver document that may apply to me and that you may request from time to time.

4. For purposes of complying with the applicable Law or Regulation, I waive any bank secrecy, privacy or data protection rights related to my account(s).

"Citigroup Organisation" means any affiliate or subsidiary of Citigroup, Inc.

"Law or Regulation" means the law or regulation of any jurisdiction, domestic or foreign or any agreement entered into with or between any competent regulator prosecuting, tax, governmental authority in any jurisdiction, domestic or foreign

"U.S." or "United States" refers to the United States of America

"U.S. Person" mean any of the following:

I.) a United States citizen;

II.) a United States resident; meaning:

a) a green card holder, or

b) an individual physically present in the United States for 31 days in the current calendar year and 183 days during the 3 year period that includes the current year and the two years immediately before that, counting:

i.) all the days present in the U.S. in the current year,

ii.) 1/3 of the days present in the U.S. in the first year before the current year, and

iii.) 1/6 of the days present in the U.S. in the second year before the current year; or

c) an individual designated a resident for U.S. tax purposes; or

d) an individual with a U.S. mailing address or U.S. telephone number.

III.) a corporation partnership or entity organised or existing under the laws of any state territory or possession of the United States;

IV.) an estate or trust of which any executor, administrator or trustee is a United States Person;

V.) an agency or branch of a foreign entity located in the United States;

VI.) a discretionary or non-discretionary account held by a fiduciary for the benefit or account of a United States Person;

VII.) a non-U.S. partnership, corporation or entity owned or controlled by a United States Person (ownership of 10% or more by a U.S. Person); or

VIII.) a partnership, corporation or entity with a U.S. mailing address or U.S. telephone number.

Citi assumes no liability for any tax withheld on any reportable payments made to a customer under applicable Law or Regulation.

Acknowledgement of Singapore Police Force Advisory

I have read and agree to the following:

a. My account(s) is/are for my own use only. I may be held criminally liable if my account(s) is/are used by others, e.g. for criminal activities. I confirm that I will not:

(i) disclose the details of my account(s) and/or credentials to anyone else.

(ii) let anyone else access, operate or control my account(s).

(iii) receive or transfer money for anyone else using my account(s), unless I know him/her and know where he/she is.

b. I can be convicted for the relevant offences under the Corruption, Drug Trafficking and other Serious Crimes (Confiscation of Benefits) Act 1992 ("CDSA") if my account(s) is/are used for criminal activities. I understand that any person convicted of an offence under the CDSA may be liable for a fine up to S\$250,000, or imprisonment of up to five years, or both.

c. I should make the necessary application to Citibank if I wish to authorize a third party to operate, access and/or control my account(s). A failure to do so would subject my account(s) to additional risk mitigation measures, and in some cases, Citibank may terminate or restrict my use of my account(s) and other related account(s) I may have with Citibank.

Law of Own Country*

I shall be aware of the laws, regulations, and rules in my country of citizenship, domicile, or residence (including where I am a resident for tax purposes), applicable to my use of Citi's products, banking and financial advisory services, including any tax, foreign exchange or capital controls, and for all payment, reporting or filing requirements. Citi shall not be liable for any loss or liability imposed by my country of citizenship, domicile, or residence (including where I am a resident for tax purposes), on me as a result of my non-compliance with any such regulations, laws, rules or legal process.

*Applicable to individuals who are non-Singapore citizens or are domiciled or residing outside Singapore (including individuals who are residents outside of Singapore for tax purposes).

Do you and/or your employer derive 10% or more of your total revenue or wealth directly from the production, sale or distribution of cannabis**

*Production, sale or distribution of cannabis includes handling cannabis at any point from seed to sale as well as the manufacture of cannabis drug paraphernalia, the manufacture of equipment used solely in the production of cannabis, and promotion of cannabis use.

☐ Yes ☐ No

SIGNATURE OF PROPOSED CARDMEMBER

DATE

Note:

Citi has a right to reject any nomination of a proposed cardmember without furnishing reasons. Citi Corporate Cards will be issued to successful proposed cardmembers.

Note: The promotions, products and services mentioned in this Form are not offered to individuals resident in the European Union, European Economic Area, Switzerland, Guernsey and Jersey, Monaco, San Marino, Vatican, The Isle of Man, the UK, Brazil, New Zealand, Jamaica, Ecuador or Sri Lanka. This Form is not, and should not be construed as, an offer, invitation or solicitation to buy or sell any of the promotions, products and services mentioned therein to such individuals.

To help prevent money laundering and terrorist financing, the laws of many jurisdictions, as well as Citi policy, require Citi to obtain, verify, and record information that identifies each person who opens an account. When you apply for a card, we will ask for at least your name, address, date of birth, and other information that will allow us to identify you. We may also ask to see a photo ID or other identifying documents.

