



## I&M BANK CORPORATE CREDIT CARD APPLICATION FORM

Please complete all relevant sections in BLOCK letters

I wish to apply for  Mastercard Business Credit Card  
 World Mastercard Business Credit Card

### A. COMPANY DETAILS

#### SECTION 1: [To be filled by Non I&M Bank Customers]

|                      |  |       |  |
|----------------------|--|-------|--|
| Name of Organisation |  |       |  |
| Postal Address       |  |       |  |
| Telephone No.        |  | Email |  |
| Physical Address     |  |       |  |

|                                 |                                                         |                                              |                                      |  |
|---------------------------------|---------------------------------------------------------|----------------------------------------------|--------------------------------------|--|
| Contact Person Information      | Name                                                    |                                              |                                      |  |
|                                 | Tel                                                     |                                              | Email                                |  |
| Nature of Business              | <input type="checkbox"/> Multinational                  | <input type="checkbox"/> Sole Proprietorship | <input type="checkbox"/> Partnership |  |
|                                 | <input type="checkbox"/> Society/Association/Club/Trust | <input type="checkbox"/> Limited Company     |                                      |  |
|                                 | <input type="checkbox"/> Others (specify)               | <input type="text"/>                         |                                      |  |
| Type of Company                 |                                                         |                                              |                                      |  |
| Name of Parent Company (if any) |                                                         |                                              |                                      |  |

| BANKING DETAILS         |                |
|-------------------------|----------------|
| Name of Bank and Branch | Account Number |
|                         |                |
|                         |                |
|                         |                |

#### SECTION 2: [To be filled by I&M Bank Customers]

|                            |      |  |       |
|----------------------------|------|--|-------|
| Name of Organisation       |      |  |       |
| Account Number             |      |  |       |
| Contact Person Information | Name |  |       |
|                            | Tel  |  | Email |

### B. I&M BANK CREDIT CARDS

Please establish Credit Card accounts for the following employees:

| Name | Position in the Company | Telephone No. | Email Address | KRA PIN | Type of Credit Card | Limit (Ksh) | Cardholder Signature* |
|------|-------------------------|---------------|---------------|---------|---------------------|-------------|-----------------------|
|      |                         |               |               |         |                     |             |                       |
|      |                         |               |               |         |                     |             |                       |
|      |                         |               |               |         |                     |             |                       |
|      |                         |               |               |         |                     |             |                       |

\* By signing herewith, the cardholder applicant signifies his understanding of and agreement to the Terms and Conditions of use of I&M Bank Corporate Credit Cards.

| Name | POS Transactions (Tick if allowed) | Ecommerce/Online Transactions (Tick if allowed) | Cash Withdrawal (Tick if allowed) | Credit Limit | Daily Transaction Limit (Ksh) | Any special remarks or excluded merchants |
|------|------------------------------------|-------------------------------------------------|-----------------------------------|--------------|-------------------------------|-------------------------------------------|
|      |                                    |                                                 |                                   |              |                               |                                           |
|      |                                    |                                                 |                                   |              |                               |                                           |
|      |                                    |                                                 |                                   |              |                               |                                           |
|      |                                    |                                                 |                                   |              |                               |                                           |



**C. AUTO-DEBIT INSTRUCTIONS & DECLARATION** (optional, to be filled by I&M Bank account holders):

We hereby authorise you to debit our account no:  with I&M Bank for payment of the outstanding bill amounts for all of the above card accounts on the respective due dates without requiring you to give us notice prior to debiting the account.

We request that card(s) be issued for the individual cardholder applicant(s) named above. We agree to be bound by the Terms & Conditions of use of I&M Bank Corporate Credit Cards and the Bank's General Terms and Conditions. We agree to be liable jointly and severally with the cardholder applicant(s) for all charges incurred on the card(s) issued at our request herewith, up to the limits mentioned above, and hereby give our unconditional and irrevocable guarantee for the payment of all charges on the cards issued.

We warrant that the information given above is correct and authorise I&M Bank to contact our bankers or any other party to obtain information required and allow them to divulge such information pertaining to the use of the card(s) to any credit agencies requiring such information.

We understand that I&M Bank has the right to decline this application without giving any reason or entering correspondence.

Signed for and on behalf of:

| Name of Authorised Signatory* | Position | Date | Signature |
|-------------------------------|----------|------|-----------|
|                               |          |      |           |
|                               |          |      |           |

- \*(i) Two (2) authorised signatories (Director or the Secretary of the company) or;
- (ii) One Director and the execution witnessed or;
- (iii) By Power of Attorney with specific or general authority of the company.

**PRIVACY NOTICE**

I hereby acknowledge that I have read, understood and do consent to the Terms and Conditions of the I&M Bank Limited Privacy Notice available at [www.imbankgroup.com/ke/information-security/privacy-notice](http://www.imbankgroup.com/ke/information-security/privacy-notice) and I hereby also explicitly authorise I&M Bank Limited and/or its affiliates to use my/our data as stipulated in the I&M Bank Limited Privacy Notice.

**D. PLEASE ATTACH THE FOLLOWING DOCUMENTS**

*[To be provided by Non I&M Bank Customers]*

1. Certified copies of six months bank statements of all company bank accounts.
2. Certified copies of the company Audited Accounts for the last 2 years.
3. Memorandum and Articles of Association of the company/ By-laws or Constitution of Organisation (certified copy)/ Partnership Deed/ CR 1, 2, 8 and 12.
4. Copy of Certificate of Incorporation.
5. KRA PIN Certificate for the company.
6. Copies of annual returns filed with the Registrar Generals Office and a receipt from the Registrar of Companies.
7. Board Resolution authorising issuance of the cards to the persons mentioned herein and undertaking of liability thereon for the specific employees.
8. Recent coloured passport size photographs of card applicants.
9. Copy of National ID/Passports of card applicants.

*[To be provided by I&M Bank Customers] \**

1. Board Resolution authorising issuance of the cards to the persons mentioned herein and undertaking of liability thereon for the specific employees.
2. Recent coloured passport size photographs of card applicants.
3. Copy of National ID/Passport of card applicants.

\*Depending on your existing relationship with the Bank, more supportive information/documents may be requested.

**FOR BANK USE ONLY**

|                                  |      |  |           |  |      |  |
|----------------------------------|------|--|-----------|--|------|--|
| Application Details Confirmed By | Name |  | Signature |  | Date |  |
| Manager's Recommendation         | Name |  | Signature |  | Date |  |

**Sales Staff Details**

|             |  |
|-------------|--|
| Staff Name  |  |
| Staff ID    |  |
| Sales Code  |  |
| Branch Name |  |