FIRST CARD

# Application – company agreement

☐ **Travel account** ☐ **Corporate liability cards*** ☐ **Personal liability cards***

*To order/apply for cards to your employees, please visit firstcard.se

**To be filled in by FC**

FC customer no.

Travel agent cust. no.

FC agreement's ID

Company's name in full

Company's corporate ID. number (XXXXXXnnnn)

Company name embossed on cards – max 26 block characters, including spaces, (for corporate liability cards only)

Estimated no. of cards (for corporate liability cards only)

Address

Post code

Postal address

Telephone

Invoice address, if other than above

Invoice recipient name

E-mail address

Telephone

## Contact person

The specified contact person is authorized to perform the following: Order replacemet card/new card after closing an existing card, change invoice model and cost centre structure, temporarily increase transaction limits (for purchases and cash withdrawal), edit/add/remove cost centres and invoice references, terminate cards, change addresses, dispute card transactions, order copies of invoices, distribute cards and PIN codes. The contact person does not have the authority to perform actions that involve entering into new agreements or changing existing agreements with Nordea/First Card.

Contact person name

E-mail address

Telephone

○ The authorizations shall be valid for one year from the date of signing ○ The authorizations shall apply indefinitely, and shall be revoked in writing

## Payment terms, invoice model and distribution of cards/PIN (Payment term i e the period from invoice date to due date)

PERIOD ⊙ Monthly invoice, 15 days payment ○ Two invoices/months, 20 days payment ○ Weekly, 25 days payment
○ Monthly invoice, 30 days payment (charges apply in accordance with the current price list (link below) or as quoted)

INVOICE MODEL (company card and/or travel account)

MODEL 1 ⊙ One invoice for the entire company ☐ In addition, separate specifications per cost centre (attach list)
MODEL 2 ○ One invoice per cost centre (attach list)
MODEL 3 ○ One invoice per each cardholder ☐ All travel purchases on a separate invoice

DISTRIBUTION OF CARDS AND PIN CODES (only applicable to corporate liability cards)

○ Send cards and PIN codes to the cardsholder (default) ○ Send cards and PIN codes to the company:

Recipient name

## Company's travel agency (specified in connection with application for First Card Travel Account)

Company's travel agency

Estimated travel volume SEK/year

Travel agent's address and location

## Certified copy of valid ID – printed application forms only

(Not applicable for digital signatures) If you print your form we ask you also attach attested/ certified copy of the ID of the applicant signing the application and customer form. This is mandatory for us to process the application.

## Company signature

Once Nordea has received this document, duly signed by the Customer, in the form and content provided by Nordea, it becomes effective. This document and any schedule thereto may be signed by use of electronic signature. If electronic signature is used, the relevant signatory signs and accepts the document and any schedule thereto digitally by signing and identifying oneself to Nordea with a means of the signature process provided by Nordea. The electronic copy of the document, together with an audit trail of the signing, archived with Nordea shall be deemed to be the original document.

We confirm that everything entered into this form is correct and complete, and we comply to the credit granting process that follows and that the application can be denied without receiving an explanation from Nordea/First Card. We approve that the above specified travel agency is entitled to debit our First Card Travel Account in respect of trips, and also due charges. We have read the currently applicable General terms and conditions and will comply with them. Kindly attach certified copy of valid certificate of registration and current annual report.

**Open General terms and conditions - corporate liability (link)** **Open General terms and conditions - private liability (link)** **Open First Card price list (link)**

Place and date

Authorised signatory

Clarification of signature

Personal identification number (YYYYMMDDnnnn)

E-mail address

Mobile phone no.

Send your application to: First Card, L6400, SE-105 71 Stockholm. If you have any questions, please contact customer service, telephone +46 (0)771-40 71 70

2026.08 Application 1
First Card is issued by Nordea Bank Abp, filial i Sverige

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# Bestyrkt kopia av giltig legitimation

Enligt lagstiftning om åtgärder mot penning-tvätt måste bank- och finansbolag vidta åtgärder för att lära känna sina kunder. Det innebär att vi behöver en vidimerad kopia av din id-handling för att behandla din ansökan. Detta gäller såväl privatpersoner som firmatecknare/företrädare för företag.

**Gör så här:**
1. Kopiera din id-handling. Notera att samtliga uppgifter på kopian ska vara läsbara

2. Skriv din namnteckning, namnförtydligande, datum och telefonnummer intill kopian, se exemplet nedan

3. Ytterligare en person ska intyga att id-handlingen överensstämmer med originalet genom att signera samt skriva namnförtydligande tillsammans med datum, telefonnummer och vilken roll man har (t ex "vän" eller "kollega")

Godkänd id-handling är pass, körkort eller id-kort med gällande giltighetstid.

**Kontakta oss**
Har du frågor är du välkommen att ringa till kundservice.

# A certified copy of valid ID

Due to current legislation requirements concerning "know your customer" in the banking and financial services industry, we need a certified copy of your ID in order to process your application. This applies to both private individuals and authorised signatories/ representatives of companies.

Do like this:
1. Copy your ID document. Please note that all details on the copy must be legible

2. Write your signature, clarification of signature, date and phone number next to the copy, see example below

3. Another person must certify that the ID document corresponds with the original by signature and by adding his/her name, date, phone number and role (e.g. "friend" or "colleague" etc)

Approved ID documents are passports, driving licences or ID cards with applicable period of validity.

**Contact us**
Should you have any enquiries, please contact First Card customer service.

**Telefon kundservice:**
0771-40 71 70
**firstcard.se**

**Customer service phone:**
+46 (0)771-40 71 70
**firstcard.se**