

## Diners Club Corporate Card Enrollment (Applicant information)

*First Name			Middle	*Last		
*Name as it should appear on Card (Maximum 21 characters including spaces)						
*Home Civic Street Address—(No P.O. Box)						
Home Civic Street Address— 2 <sup>nd</sup> Line (No P.O. Box)						
*City		*Province		*Postal Code		
Billing Address (If different than above)						
Billing Address— 2 <sup>nd</sup> Line						
City		Province		Postal Code		
Language Preference: English <input type="checkbox"/> French <input type="checkbox"/>						
*Application cannot be processed without this required information.						

MCMMASTER UNIVERSITY  
Organization Name

Position/Title  
( ) ( )

\*Business Telephone / \*Home Telephone

Social Insurance Number (Optional) \*Date of Birth (DD / MM / YYYY)

Password – For Security Password \*\*E-Mail Address  
\*\*If you provide an email address we may use it to contact you about your account. We may also use your email address to send you information about products and services you might find useful.

Applicant's Diners Club Experience:  
If present or former Cardmember, please give Account Number (if known) :  
If Applicant never has been a Cardmember,  please check here:

## Club Rewards® Enrollment (optional)

**Yes!** Please enroll me in the Club Rewards program from Diners Club and start awarding me Club Rewards points on all eligible transactions charged to my Card. Points can be redeemed for airline tickets, frequent flyer miles, merchandise, and more. I understand that a yearly fee of \$85 (plus taxes) will be charged to my Diners Club Card Account.

Your Organization must approve Club Rewards membership and you must be a current Cardmember in good standing to earn and redeem points. A non-refundable annual fee of \$85 (plus taxes) will apply, with certain exceptions. Check your organization's travel policy or intranet site for details.

## Club Cash® Enrollment (optional)

At the request of your Organization, you may enroll in the Club Cash program. With a Club Cash Account, cash for business expenses is as close as the nearest Automated Teller Machine (ATM). All you need is your Diners Club Corporate Card and your Personal Identification Number (PIN) to access cash at Interac® ATMs in Canada and Cirrus® ATMs worldwide, 24 hours a day, seven days a week.

By checking this box, I ask to be enrolled in the Club Cash program.

Diners Club will choose your PIN and mail it to you. Upon receipt of your assigned PIN, if you would prefer to replace it with a PIN of your choice, you can call Diners Club Customer Service. In Canada and the U.S. call toll-free: 1 800 363-3333. Outside these areas call collect: (416) 369-6313.

## Applicant Signature (mandatory)

Diners Club Cards in Canada are issued by Citibank Canada. "I", "me", and "my" mean the Applicant/Cardmember herein. For the benefit of Citibank Canada and its affiliates, service providers, successors and assigns (collectively, "Citibank"), I: (i) certify that the information provided on this form is true and accurate; (ii) request the issuance of a Diners Club Corporate Card and the renewal or reissuance of corporate cards to me by Citibank from time to time at Citibank's discretion; and (iii) agree that any card issued as a result of this request will be governed by the Cardmember Agreement provided at the time the card is issued, as amended by Citibank from time to time, which Cardmember Agreement will become effective when I activate, sign or use the Card or the Card Account. I understand that it is my responsibility to notify Citibank at 1 800 363-3333 immediately if my card is lost or stolen.

I acknowledge and accept that under an arrangement between Citibank Canada and its affiliate, Citi Cards Canada Inc., Citi Cards Canada Inc. will be performing certain account servicing and related activities on the account and will be administering the Cardmember Agreement governing the account.

I agree that Citibank Canada may assign this application to any of its affiliates at any time without notice to me.

**PRIVACY:** Citibank creates and maintains a file of personal information on me. I consent to Citibank creating and maintaining a file of personal information on me and obtaining and exchanging, from time to time, all information about me (including credit information) with its branches, affiliates, other Diners Club franchisees, MasterCard and with any credit reporting agency, credit bureau, person or corporation with whom I have or may have financial relations, or supplier of services or benefits relating to the account. (Such persons or corporations may include collection agencies, bailiffs, marketing and advertising agencies, or any other party whom Citibank deems necessary in connection with the servicing of the Cardmember's Account) (All such persons or corporations will be referred to as the "Relevant Parties"). This file will include the personal information I provide in my individual account application and through my use of the card, personal information provided about me by the Organization, as well as credit information Citibank obtains about me from the Relevant Parties. This consent is valid where use of my personal information is needed by Citibank to assist it in making a decision about my Account application, including verifying my identity; monitoring, evaluating, servicing and collecting the Card Account; providing account related and other programs offered by Citibank or a third party provider approved by Citibank; allowing Citibank's affiliates and selected companies to promote their products and services to me; responding to my inquiries about the application, the Card Account or my file; and meeting legal and regulatory requirements, including Canadian federal and provincial requirements and foreign requirements applicable to Citibank or any of its affiliates or service providers. Citibank may disclose to the Organization the information provided by me in any application or related document and the determination of Citibank in respect of my application for the card (in order to enable the Organization to confirm that I am eligible for a card, to assist in determining the appropriate credit limit for the card and to assist in the administration of the card program). Citibank may disclose my personal information including monthly billing statement and other billing or payment information with respect to the account (including detailed information about the particulars of charges as provided by MasterCard or a merchant itemizing the components of my transactions with the merchant, and the current or past payment status of the account) to the Organization, its parent or its affiliates (collectively, the "Organization") to enable the Organization to verify its liability in respect of the account or in respect of reimbursements to me, to enable the Organization to assess business expenditures, to enable the Organization to monitor factors with respect to the timely payment of the Card Account, and to ensure use of the card in accordance with Organization policy and to ensure that no fraudulent activity has occurred on the card. I consent to the use and disclosure of my personal information in connection with the assignment of the application, the Card Account, or amounts owing under the Card Account and certain other business transactions from time to time, and to Citibank's use of service providers (including those located outside of Canada) to process and handle personal information on Citibank's behalf, all as more particularly described in the *Citi Canada Privacy of Personal Information Statement* (the "Privacy Statement"). I consent to your monitoring and/or recording of my telephone discussions with your representatives for quality control, internal training and record keeping purposes. I understand that you and your affiliates and third parties with whom you share



For Organization's Travel Manager Use:  
 \*Account #

2 0 1 3 8 9 2 1 0

**Applicant Signature (mandatory)**

my personal information accordance with the Privacy Statement may contact me by telephone, using the telephone number information I have provided to you. I consent to the collection, use and disclosure of my personal information as described in this application, the Cardmember Agreement and in the Privacy Statement, and as permitted or required by law.

I have the right to access my file and rectify any personal information in the file that may be obsolete, incomplete or incorrect. I may view a copy of the Privacy Statement by visiting the Diners Club Website at [www.dinersclubcanada.com](http://www.dinersclubcanada.com). I may request a copy of the Privacy Statement, file an opt-out request, request access to my personal information file or report obsolete, incomplete or incorrect personal information about me by contacting Diners Club at: Citi Cards Canada Inc. - Diners Club, 5900 Hurontario Street, Mississauga, Ontario L5R 0B8, Attention: Privacy Officer, or calling Diners Club toll-free at 1 800 363-3333.

**I authorize and freely consent to the collection, use and disclosure of information about me by Citibank for the purposes set out under the heading "Privacy" above including without limitation the receipt and exchange of credit and personal information about me by Citibank from and with any credit reporting agency, personal information agent or credit bureau. I also authorize Citibank to notify my Organization of the decision to deny or approve this application or to terminate my Card.**

Applicant Signature	Date	Manager/Supervisor Signature	Date
X	/ /	X	/ /

Your signature on this Application Form indicates that you have read the terms and conditions on this form and agree to them.

**Organization Information and Authorization (to be completed by Travel Manager)**

MCMASTER UNIVERSITY

Name of Organization Requesting Card Issuance

Applicant's Estimated Monthly Expenses

Cardmembers will be assigned a daily and weekly cash advance limit in accordance with your Organization's agreement with Diners Club. If different limits are desired for this Applicant, please call Client Services at 1 800 663-1527. Diners Club must approve exception limits.

Field 1	Field 2	Field 3	Field 4	Field 5	Field 6
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Management Authorization Name(s) and Title(s)

X / /

Authorization Signature(s)

Date (for Diners Club use only)

Processed By (for Diners Club use only)

1116-CO-OAP E/ Canada IB Club Rewards/Club Cash 05/08



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