# AMERICAN EXPRESS® CORPORATE CARD

**Do not forget to: Activate your Card before use**

Good news.
Your American Express®
Corporate Card is enclosed.

## WAYS TO ACTIVATE YOUR CARD

Unless you have requested for a new PIN your existing PIN is still valid for this Card. However, you need to ACTIVATE your Card before your first use through any of the following methods:

- Download the American Express® App. Already have the App? Log on and go to "Account" and Activate your Card

OR

- Login to **go.amex/cardactivation** to Activate your Card

OR

- Call us at the 24-hour Helpline number and follow the instructions to Activate your Card

OR

If you have requested for a new PIN along with the replacement request, then please select a 4 digit PIN of your choice and ACTIVATE your Card before your first use through any of the following methods:

- Download the American Express® App. Already have the App? Log on and go to "Account" to select a PIN and Activate your Card

OR

- Login to **go.amex/cardactivation** to select a PIN of your choice & Activate your Card

OR

- Call us at the 24-hour Helpline number and follow the instructions to select your PIN & Activate your Card

In case you forget your PIN, you can view it anytime, instantly, by logging on to your Online Card Account at americanexpress.com/en-in/ and clicking the 'View PIN' option under the "Account Management" tab. For more information please visit americanexpress.co.in/chipandpin

## Some important points you should know about your Card

- You should not reveal your PIN to anyone, including American Express customer service representatives and merchants. Additionally, you should not write the PIN down anywhere. You should not keep the Card and PIN in the same place, such as a wallet or a purse.
- This American Express® Corporate Card is valid for the period shown on this Card. Your Card Membership fee will be billed annually and will appear on your Statement of Account.
- American Express merchants will honour this Card only during its validity period. Please note, the Card is valid until the end of the expiry month.
- Access your Card Account anytime, anywhere. Register for Online Services at americanexpress.co.in and instantly view your charges, set up your customer preferences, activate account alerts, and much more.

**For any queries please call us at the 24-hour Helpline numbers printed on the reverse of your Card.**

## FOLLOW THE BELOW STEPS TO ENABLE INTERNATIONAL, DOMESTIC, ONLINE, AND CONTACTLESS TRANSACTIONS ON YOUR CARD

Log in via the American Express® App or your online Card Account > Select' account management/ account' > Select 'Transaction Security Settings' > Chose enable/ disable online, domestic, contactless and international transactions. You can also update your transaction limit

By signing on the reverse of the Card you are confirming that you have read and accepted the American Express Corporate Cardmember Agreement printed overleaf, including the Most Important Terms and Conditions (MITC) of the American Express Corporate Card Programme available online at americanexpress.co.in/mitc

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Please ensure that you sign on the reverse of the Card as soon as you receive it.