

## INDIVIDUAL TRAVEL CARD APPLICATION CARDHOLDER INFORMATION

### Traveler Information

Name (first/middle initial/last): \_\_\_\_\_

S#: S \_\_\_\_\_ Phone #: \_\_\_\_\_

Email: \_\_\_\_\_

Home Mailing Address (street/city/state/zip code): \_\_\_\_\_

Department: \_\_\_\_\_ Org Responsible for Travel Debts: \_\_\_\_\_

I represent and warrant that all information on this application is true and correct, and my use of the travel card to be sent to me shall constitute my agreement with the terms, conditions and procedures contained in the Citibank Corporate Travel & Entertainment Card Cardholder Account Agreement that will accompany the card and CCD Travel Card Procedure (FS-12). ***A soft inquiry may be made on your credit report when you apply for a travel card. Soft inquiries don't affect your credit score, but allows Citibank to view your credit history. I acknowledge that I will be liable for all transactions made with my travel card.***

Traveler Name (print): \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Approval Official/Supervisor Name (print): \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### Internal use only

Date ordered: \_\_\_\_\_ MCC Category: \_\_\_\_\_

Limit Per Transaction: \_\_\_\_\_ Limit Per Cycle: \_\_\_\_\_