

APPLICATION TO BECOME AN AMERICAN EXPRESS® MERCHANT

SECTION 1 – TRADING DETAILS

Merchant Business Name:

Type of Service:

Business Address:

Address Line 1:

Address Line 2:

Town/City:

Postal Code:

Country:

Telephone Number:

Business Email:

Business Website:

Contact Person:

Contact Name:

Job Title:

Mobile Number:

Email:

Is this person the authorised signatory?
 Yes No

If you are an existing AMEX Merchant, please provide your AMEX Merchant ID Number(s) (MID):

SECTION 2 – SUBMISSION INFORMATION

Terminal Provider:

Acquirer Merchant ID:

Number of Terminals:

Terminal ID Number (TID):

Number of outlets:

Trading Online Yes No

If Yes, please complete section below:

Online Channels: Website App MOTO Kiosk
 IVR Payment Link

Business Website:

Gateway Provider:

Gateway MID:

SafeKey: Yes No

SECTION 3 – SETTLEMENT BANK DETAILS

Bank Name:

Account Name:

Account Number:

IBAN:

Branch Address:

SWIFT Code:

SECTION 4 – BUSINESS DETAILS

Local legislation requires us to gather the following information about you and your company and its beneficial ownership. We will not be able to process your application without it.

Legal Name:
(as shown on Commercial Registration)

Trade License CR Number:

Tax Identification Number (TIN):
(where applicable)

Merchant VAT TRN:

Business Legal Structure:

Sole Proprietorship

Partnership

Limited Liability Company (LLC)

Government Body

Other, please specify:

Authorised Business Contact (Signatory):

Individuals who are responsible for the day-to-day management of the merchant account

Full Name:

Job Title:

Address:

Date of Birth:

Nationality:

Email:

Telephone Number:

We will use your email address to notify you of important information about your merchant account. Please check the box if you do not want to receive messages about new products, services and resources available to your business.

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SECTION 5 – BENEFICIAL OWNERS

For all entities, excluding government entities, please provide the full details below of all Beneficial Owner(s) / Partner(s).

Beneficial Owner 1

Full Name:
Country:
Nationality:

Beneficial Owner 3

Full Name:
Country:
Nationality:

Beneficial Owner 2

Full Name:
Country:
Nationality:

Beneficial Owner 4

Full Name:
Country:
Nationality:

For LLC Companies please provide the Managing Director details

Full Name:
Country:
Nationality:

TERMS OF BUSINESS

To be completed by American Express Representative or Sales Manager.

Net Discount Rate: %

Net Disc. Rate (Domestic): %

Net Disc. Rate (International): %

SIGN HERE

By signing this application, on behalf of the applicant business and in my capacity as Authorised Signatory

- I accept the AMEX (Middle East) B.S.C. (c) - Emirates ("AEME") Card Acceptance Terms and Conditions provided with this application and request that the applicant business is set up as an American Express Merchant.
- I confirm the information given in this application is true and correct and I hereby authorise AEME to: (a) contact any source, including credit reference agencies, to obtain information it requires to establish the applicant business as an American Express Merchant including, but not limited to, information required to establish my identity and/or the identity of the other persons named in this application; (b) use various statistical methods to assist in evaluating the applicant business's credit worthiness in assessing this application and set up the relevant account; and (c) contact the applicant business's bank or building society or any referee to obtain any information required to assess this application.
- I confirm that: (a) I have informed the persons named in this application of the purposes of the processing carried out by AEME; (b) I have the authority of the other persons named in this application to disclose their details to AEME; and (c) I have informed them that further identification and verification checks may be carried out against them as required.

If the above terms are acceptable kindly sign below in acknowledgement of the same.

Yours sincerely,



Saud Swar
VP & Head of UAE & Commercial Business
AMEX (Middle East) B.S.C. (c) - Emirates

Accepted and Agreed by:

Name:
Designation:
Signature:

Has a version of Terms and Conditions been provided? Yes No

Click here to download a copy of the Terms and Conditions:
americanexpress.ae/merchantservices

Date: / /

PLEASE PROVIDE THE FOLLOWING DOCUMENTS ALONG WITH A SIGNED VERSION OF THIS APPLICATION:

- COPY OF COMMERCIAL REGISTRATION OR TRADE License.
- COPY OF VAT REGISTRATION CERTIFICATE.
- PASSPORT COPY AND/OR LEGAL ID OF AUTHORISED SIGNATORY.
- COPY OF BOARD RESOLUTION / ARTICLES OF ASSOCIATION. FOR LLC COMPANIES PLEASE PROVIDE MEMORANDUM OF ASSOCIATION (MOA). IF THE AUTHORISED SIGNATORY NAME IS NOT MENTIONED ON ANY OTHER DOCUMENT (I.E. TRADE LICENSE OR MOA), PLEASE PROVIDE THE POWER OF ATTORNEY (POA).
- COPY OF BANK STATEMENT WITH IBAN NUMBER.



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FOR AMERICAN EXPRESS INTERNAL USE ONLY

Merchant Number:
(SE# for official use only)

Central Merchant Number:

Add to Chain Number:

Signing Sales Rep Name:

Salesman ID:

Signature:

Date: / /

Signed by (Manager):

Signature:

Date: / /

