

E-admin application

Administer cards and accounts in e-admin and get an overview of the company's invoices, payments and transactions. Customize e-admin to your needs through the different modules.

Please go to page 2 if your company already have purchased e-admin or other related services and just want to create new or make changes to existing administrators.

Company information As a new customer, remember also to complete and enclose the form "Declaration of Beneficial Ownership" - (available on Eurocard's website)

Company ID number	<input type="checkbox"/> Additional company ID's and names - Please enclose appendix with information. Note: You need to be Authorized signatory for all the companies that you apply on behalf of.
<input type="text"/>	
Full name of the company	<input type="text"/>
Billing address	<input type="text"/>
Postcode	City
<input type="text"/>	<input type="text"/>
Country	<input type="text"/>

Services

Please choose at least one of the modules, to which the administrator should have access rights:

- E-admin module** - Access to view cards and accounts, see invoices, payments and transactions and to apply for new cards.
- Administration module** - Besides e-admin module you will have the option to administrate cards: ei. to reorder cards and PIN codes, close cards and apply for multiple cards.
- Flexible limit module*** - Access to limit cards and accounts through for instance branches, amounts or a combination of both - depending of product of course.
* Requires that you have purchased the e-admin module or the Administration module.
- Statistics** - Access to an overview of the company's travel and purchase expenses through the predefined report templates.

Information regarding options and prices is specified in the Terms and Conditions for Eurocard e-admin and on the Eurocard website.

Signatures - If a signatory lacks a Nordic social security number, a copy of the signatory's passport must be attached with the address details in the country of residence.

This form must be signed by the authorized signatories in accordance with the official information in the Trade/Business register or by persons, who have been granted a power of attorney to sign on behalf of the company.

We hereby apply for e-admin and choosen modules and confirm that the above information is correct. We have read and agreed to the pricelist and the e-admin Terms and Conditions (available on Eurocard's website or requested from Eurocard) and undertake to comply with them.

Date	Authorized signatory
Name in print	<input type="text"/>
Nationality	<input type="checkbox"/> Swedish <input type="checkbox"/> Danish <input type="checkbox"/> Finnish <input type="checkbox"/> Norwegian <input type="checkbox"/> Other
	Nordic social security number <input type="text"/>
Name in print	<input type="text"/>
Nationality	<input type="checkbox"/> Swedish <input type="checkbox"/> Danish <input type="checkbox"/> Finnish <input type="checkbox"/> Norwegian <input type="checkbox"/> Other
	Nordic social security number <input type="text"/>

190418
9501 UK



Sweden:	Corporate Support:	+46 8 14 67 45	Email: eadmin@eurocard.se
Norway:	Corporate Support:	+47 21 01 50 20	Email: eadmin@eurocard.no
Denmark:	Corporate Support:	+45 36 73 74 30	Email: eadmin@eurocard.dk
Finland:	Corporate Support:	+358 9 6939 9415	Email: eadmin@eurocard.fi
International:	Corporate Support:	+46 8 14 67 35	Email: eadmin@eurocardinternational.com

E-admin administrator form

Access to e-admin for new or existing administrators.

Company information

Company ID number

Full name of the company

Changes to existing administrator

I am an existing e-admin user with user id: and want to add the above company ID to my user id

New administrator of e-admin

- If administrator lacks a Nordic social security number, a copy of the administrator's passport must be attached with the address details in the country of residence

First name

Surname

Nationality

Swedish Danish Finnish Norwegian Other

Nordic social security number

Mobile phone number (including country code)

E-mail address

Administrator rights (only one choice)

Please specify which access rights the administrator should have.

Superadministrator - With access to all functions and modules the company has applied for, inclusive the option to apply for new cards and accounts, administer cards and accounts, limit the use (if purchased) of cards and accounts and the possibility to create new administrators.

Administrator - Limited access only to view cards and accounts, account activities and perform minor updates of employee id and e-mail address on accounts.

Please note that if the company has requested access to the administration module or flexible limit module, administrators will need superadministrator rights in order to have access to and work in these modules.

In case administrator should access to the Statistics module only - please specify in the box below.

Additional module (choose if relevant)

Administrator should be given access to the Statistics module. You don't have to fill out the section "Administrator rights" if the administrator should have access to the Statistic module only.

Signature of administrator — responsible for the use of e-admin

I have read the e-admin Terms and Conditions and agree to comply with them.

Date

Signatory

Signatures - If a signatory lacks a Nordic social security number, a copy of the signatory's passport must be attached with the address details in the country of residence.

This form must be signed by the authorized signatories in accordance with the official information in the Trade/Business register or by persons, who have been granted a power of attorney to sign on behalf of the company.

We hereby confirm the information provided on this form and authorize the above person to administer our cards and accounts.

Date

Authorized signatory

Name in print

Nationality

Swedish Danish Finnish Norwegian Other

Nordic social security number

Name in print

Nationality

Swedish Danish Finnish Norwegian Other

Nordic social security number



Sweden: Corporate Support: +46 8 14 67 45
Norway: Corporate Support: +47 21 01 50 20
Denmark: Corporate Support: +45 36 73 74 30
Finland: Corporate Support: +358 9 6939 9415
International: Corporate Support: +46 8 14 67 35

Email: eadmin@eurocard.se
Email: eadmin@eurocard.no
Email: eadmin@eurocard.dk
Email: eadmin@eurocard.fi
Email: eadmin@eurocardinternational.com