

# CREDIT CARD SERVICES FORM

(USE BLOCK LETTERS & CROSS OUT UNUSED SECTIONS)

Please Fill In The Required Section(s) Only

(\*) indicates mandatory fields

Date: 

D	D	/	M	M	/	Y	Y	Y	Y
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Credit Card No	
Primary Credit Cardholder's Name	
<b>Authorise &amp; Agree</b>	<b>Primary Cardholder's Signature and Date</b>
I have authorised the below instructions. I agree to the relevant Terms, Conditions and Clauses mentioned in this form and overleaf.	

**A. Credit Card Block & Replacement**

Card Block Reason (*)	<input type="checkbox"/> Lost <input type="checkbox"/> Wrong Embossing <input type="checkbox"/> Stolen <input type="checkbox"/> Forgot PIN <input type="checkbox"/> Other _____
Replacement Required (*)	<input type="checkbox"/> Yes <input type="checkbox"/> No
Point of Delivery (*)	<input type="checkbox"/> Mailing Address <input type="checkbox"/> Branch (Branch Name _____)

**B. Safety Net De-Enrolment (Credit Card)**

Type of Request (*)	<input type="checkbox"/> De-enrolment
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**C. Billing Date Change**

Requested New Statement Date (*)	<table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="width: 20px; height: 20px;">D</td> <td style="width: 20px; height: 20px;">D</td> <td style="width: 20px; height: 20px;">/</td> <td style="width: 20px; height: 20px;">M</td> <td style="width: 20px; height: 20px;">M</td> <td style="width: 20px; height: 20px;">/</td> <td style="width: 20px; height: 20px;">Y</td> <td style="width: 20px; height: 20px;">Y</td> <td style="width: 20px; height: 20px;">Y</td> <td style="width: 20px; height: 20px;">Y</td> </tr> </table>	D	D	/	M	M	/	Y	Y	Y	Y
D	D	/	M	M	/	Y	Y	Y	Y		

**D. Cheque Book Request (Credit Card with Existing Card Cheque User)**

Delivery Option (*)	<input type="checkbox"/> Mailing Address <input type="checkbox"/> Branch (Branch Name _____)
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**E. Credit Card Renewal**

Renewal Date (*)	<table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="width: 20px; height: 20px;">D</td> <td style="width: 20px; height: 20px;">D</td> <td style="width: 20px; height: 20px;">/</td> <td style="width: 20px; height: 20px;">M</td> <td style="width: 20px; height: 20px;">M</td> <td style="width: 20px; height: 20px;">/</td> <td style="width: 20px; height: 20px;">Y</td> <td style="width: 20px; height: 20px;">Y</td> <td style="width: 20px; height: 20px;">Y</td> <td style="width: 20px; height: 20px;">Y</td> </tr> </table>	D	D	/	M	M	/	Y	Y	Y	Y
D	D	/	M	M	/	Y	Y	Y	Y		
Delivery Option (*)	<input type="checkbox"/> Mailing Address <input type="checkbox"/> Branch (Branch Name _____)										

**F. Priority Pass Request**

Card Type	<input type="checkbox"/> Visa Signature <input type="checkbox"/> Visa Platinum <input type="checkbox"/> Mastercard Platinum
Valid Travel Quota Available	<input type="checkbox"/> Yes <input type="checkbox"/> No (If you do not have valid TQ, please fill in "TQ Set Up/Amendment" section)

**G. TQ Set Up/Amendment**

For both Primary and Supplementary Card, use separate Credit Card Services form for each.

Passport Number (*)											
Passport Issue Date (*)	<table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="width: 20px; height: 20px;">D</td> <td style="width: 20px; height: 20px;">D</td> <td style="width: 20px; height: 20px;">/</td> <td style="width: 20px; height: 20px;">M</td> <td style="width: 20px; height: 20px;">M</td> <td style="width: 20px; height: 20px;">/</td> <td style="width: 20px; height: 20px;">Y</td> <td style="width: 20px; height: 20px;">Y</td> <td style="width: 20px; height: 20px;">Y</td> <td style="width: 20px; height: 20px;">Y</td> </tr> </table>	D	D	/	M	M	/	Y	Y	Y	Y
D	D	/	M	M	/	Y	Y	Y	Y		
Passport Expiry Date (*)	<table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="width: 20px; height: 20px;">D</td> <td style="width: 20px; height: 20px;">D</td> <td style="width: 20px; height: 20px;">/</td> <td style="width: 20px; height: 20px;">M</td> <td style="width: 20px; height: 20px;">M</td> <td style="width: 20px; height: 20px;">/</td> <td style="width: 20px; height: 20px;">Y</td> <td style="width: 20px; height: 20px;">Y</td> <td style="width: 20px; height: 20px;">Y</td> <td style="width: 20px; height: 20px;">Y</td> </tr> </table>	D	D	/	M	M	/	Y	Y	Y	Y
D	D	/	M	M	/	Y	Y	Y	Y		
TQ Limit Assign/Change (*)	<input type="checkbox"/> Assign <input type="checkbox"/> Change										
TQ Amount											
<input type="checkbox"/> Allow TQ on my passport till the year of passport expiry											

**H. Client Requisitions**

<input type="checkbox"/> Increase My Credit Limit	<input type="checkbox"/> Enclose latest income document
<input type="checkbox"/> Upgrade or <input type="checkbox"/> Downgrade	<input type="checkbox"/> SC Bank Account No. (if any) _____
<input type="checkbox"/> Early Renewal Required	<input type="checkbox"/> Specify _____
<input type="checkbox"/> Removal of Lien	<input type="checkbox"/> Reason _____
<input type="checkbox"/> Others	<input type="checkbox"/> Lien Account No _____
	<input type="checkbox"/> Specify _____

**For Bank Use Only**

Received & Verified by Staff (Sign, Seal and Date)	
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# Terms & Conditions

## (F) Priority Pass Request

The following terms and conditions shall govern the use of the Priority Pass. Standard Chartered Signature/Platinum credit cardholders (the 'Cardholder') are advised to contact Bank's Staff at one of our branches or card services through phone banking at +8809666777111 or 16233 (from mobile) for any clarification or assistance in this regard:

1. Priority Pass will be issued to primary cardholders of Standard Chartered Signature/Platinum Credit Card only.
2. Priority Pass is not a debit/credit card and cannot be used for any financial transaction.
3. Charges of each visit to any Priority Pass lounge will be deducted from the cardholder's TQ limit and will be reimbursed in equivalent BDT at the prevailing rate up to the applicable limit of free visit.
4. After the applicable numbers of free visits are exceeded, usual fee applicable per visit will be charged from the cardholder against his/her annual personal Travel Quota.
5. As a pre-requisite of availing a Priority Pass, the cardholder needs to endorse the Standard Chartered Signature/Platinum credit card against his/her personal Travel Quota of the current calendar year. An amount of USD 100 (subject to change with notice) will be blocked from cardholder's Travel Quota.
6. In the event that the Travel Quota is unavailable for adjustment against the Priority Pass use, the Bank reserves the right to collect/adjust the same from the available credit balance of cardholder's FCY account maintained with the Bank, if any, and this clause shall act as a continuous debit instruction regarding such collection/adjustment.
7. The Bank reserves the right to cancel the Priority Pass without prior notice in the event where the cardholder exhausts the Travel Quota endorsed with the card or where the Bank is unable to collect/adjust the same from the cardholder's FCY account, if any, maintained with the Bank.
8. In the event Priority Pass fee is not deducted in the transaction year due to receipt of bills in the following year, the Bank will have the right to realise the fee from the transaction year's TQ limit. And in case TQ limit of previous year is not available then bank will settle the Priority Pass fee from cardholder's current year TQ.
9. Re-issuance of the Priority Pass will be subject to a new application from the cardholder and additional fees may apply.
10. For charges please refer to our Schedule of Charges available at any of our branches or alternatively you can download the same from [www.sc.com/bd](http://www.sc.com/bd)

I accept that Standard Chartered Bank is entitled to accept or reject this application for Priority Pass without assigning any reason. I have read and understood the above terms and conditions governing my use of Priority Pass and by signing overleaf and/or retaining and/or using the Priority Pass, I agree to be bound by said terms and conditions.

## (G) TQ Set up/Amendment

I assume full responsibility for complying with the provisions of the Foreign Exchange Regulations Act 1947, and rules, orders and directives issued thereunder. I declare that foreign exchange released to me shall be used for expenses incurred by me in a foreign country. I understand this can be used for Internet transactions in compliance with Bangladesh Bank regulations as effective and amended from time to time. I accept that Standard Chartered Bank is entitled to accept or reject this application or revoke the endorsement for subsequent years under the prevailing regulations of Bangladesh Bank.

**For more details, please call 8332272 or 16233 (from mobile) | [sc.com/bd](http://sc.com/bd)**

**E-mail us at: [customer.enquiries@sc.com](mailto:customer.enquiries@sc.com)**