



Travel Card Application Form

Branch Name

Customer Name

Application No.

1 Applying for

a. Instant Travel Card

Personalised Travel Card

b. Personal Travel Quota

Office Travel Quota

Business Travel Quota

Debiting FCY account of organization

Name of Organization

A/C No of Organization

For personalised travel card, card name to be printed as

Leave one space between names, maximum 19 characters allowed

2 Please provide your Standard Chartered account number

Account Number ——

You need to have at least one active Standard Chartered Account for applying Travel Card. All your personal information recorded in this account will remain same and applicable for this Travel Card. You need to surrender this Travel Card prior to closing your Standard Chartered account.

3 Travel Date and Destination

Travel Destination: _____ SAARC & Myanmar Non SAARC

Travel Start Date: End Date:

Entitlement Year (Personal Travel Quota):

Please note that Personal Travel Quota (PTQ) annual limit expires on 31 December. For Office Travel Quota (OTQ) and Business Travel Quota (BTQ), limit will expire after seven (7) days from your declared travel end date. You are requested to claim the residual value after your travel; or else the Bank will credit the residual value in your Standard Chartered account after deducting necessary fees.

4 Payment and Limit Details

Passport Number: _____

Travel Card Total Value: USD _____

SAARC Countries and Myanmar: USD _____

Non SAARC Countries: USD _____

Please Debit My Account: ——

*Please note, exchange rate may change when you will reload this card or refund into your account or closing the card.

5 Alternate Channel Enrolment:

You will be automatically subscribed to our Electronic Banking Services. You may use these services after activation.

If you do not wish to avail any of the Electronic Banking Services, please check the relevant box below:

eStatement

Online Banking

6 Customer Declaration & Acceptance of Terms & Conditions

I assume full responsibility for complying with the provisions of the Foreign Exchange Regulations Act 1947, and rules, order and directives thereunder. I declare that the foreign exchange released to me shall be used for expenses incurred by me in a foreign country. I hereby acknowledge that I have read and understood the terms & conditions governing Travel Card of Standard Chartered Bank (given in this application form) and agreed to comply with those. I accept that Standard Chartered Bank is entitled to accept or reject this application without assigning any reason. I also understand that the maximum international usage on my Travel Card will be limited upto 97% of the available balance of my Travel Card.

Signature:

Date:

Bank use only

For instant travel card, please provide the card number below:

Total Value: USD _____ Issuing Fee & Charge: BDT _____
Total Value: BDT _____ Total Amount: BDT _____

Card Operations Copy: (Bank use only)

Travel Card Value: USD _____ Issuing Fee & Charges: _____

Processed By Approved By

Standard Chartered Prepaid Travel Card Terms & Conditions

Standard Chartered Prepaid Travel Card Terms & Conditions

The following terms and conditions govern the purchase and use of the Standard Chartered Prepaid Travel Cards along with the terms and conditions (where applicable) of your existing bank account with us. Any dispute between these terms and conditions and the terms and conditions of your Standard Chartered Bank Account the later shall prevail. Please read them carefully and keep them for your record. Please sign your Card immediately. In these Terms and Conditions, "Standard Chartered Prepaid Travel Card" and "Card" means the Standard Chartered Prepaid Travel Card. "You" and "Your" refer to the person in whose name a Card is issued or the intended recipient of a Card and the purchaser of the Standard Chartered Prepaid Travel Card under permissible annual travel quota.; "Organization" means the organization approved by the bank for issuance of Card in the name of its designated employee(s); "Us", "Our" and "Bank" means Standard Chartered Bank, its successors, assignees and affiliates. By purchasing, accepting, activating, or using the Standard Chartered Prepaid Travel Card, you are agreeing to these Terms and Conditions. The Standard Chartered Travel Card is not a Credit Card; it is a prepaid VISA Card.

1. Your Standard Chartered Prepaid Travel Card

The Standard Chartered Prepaid Travel Card(s) is offered only to the (1) designated employee(s) of an organization(s) as approved by the bank from time to time who are individuals and (2) persons having an account with the Bank that are eligible to enter into and form contracts under applicable law and by using and/or retaining the Standard Chartered Prepaid Travel Card you represent and warrant to us that you are such an employee and/or individual person. We, in our sole discretion may refuse to issue a Card for any reason. The amount of funds shown on the records of the Bank shall be deemed to be the balance on the Card, unless you can prove to us to our satisfaction in our sole discretion. The Card shall only be Pre-loaded in USD from the (1) approved organization's BDT and/or FCY account with us upon duly issued specific authorization received from the organization's Bangladesh office and (2) BDT. account of the Card purchaser. The Card is reloadable in nature and can be reloaded/re-used, subject to your available travel quota entitlements. After the end of each entitlement period, the travel quota limit set in the Card will expire and any amount left unused in the Card will be un-usable thereafter. The maximum useable limit of the Card will be 97% of the pre-loaded amount.

2. Card Access

The Card is a prepaid card that can be used for purchases anywhere outside Bangladesh where Visa Cards are accepted through electronic Point of Sales (POS) terminals or for withdrawing cash from Automated Teller Machines (ATM). You are required to generate your own Personal Identification Number (PIN) by calling our 24 hours client centre to be used in conjunction with the Card when effecting a transaction at an ATM or POS. Any instruction/request received and carried out with the use of the PIN will be binding on you as to its consequence. You may under no circumstances whatsoever disclose the PIN to any other person. Our record of any transaction effected in conjunction with a PIN shall be binding on you as to its consequence. The Card may be delivered personally or sent by courier or ordinary post to your last known mailing address recorded with us. Use of the Card at any ATM of the Bank or of any other bank or institution with whom the Bank has an agreement for the use of the ATM of the said bank or institution in which case the amount of cash withdrawal will be subject to applicable daily withdrawal limit of the ATM and/or charge per withdrawal.

3. Card Limitations

You must have sufficient, available funds to pay for any/all Card transactions. If the merchant attempts to process the Card for more than the available funds, the transaction will be declined. You may confirm your available balance or transactions by calling our 24 hours client centre.. You may only use your Card in the manner and for the purposes described in these Terms and Conditions.

Certain types of merchants, such as Hotels, car rental agencies, and gas stations may also secure an authorization/approval on the Card in excess of the estimated purchase amount to ensure that adequate funds are available to cover the final purchase. The entire amount of the authorization/approval may remain unavailable for up to a limited number of days at the sole discretion of the Bank which may vary from time to time, although only the amount you actually utilize will be deducted from the value of the Card. The Card cannot be used for unlawful transactions or for any type of recurring monthly payments. Transactions that exceed the remaining Card balance will be declined.

4. Documentation of Transactions

At the time of purchase or cash withdrawal, you will receive a receipt for the transaction. Retain the receipt for your records.

5. Loss of Card/Disclosure of PIN

You must use all reasonable precautions to prevent the loss or theft of the Card and shall not disclose the PIN to any party. In the event as the Card is lost or stolen or PIN is disclosed to any other party, you must inform us immediately of the said loss/theft or disclosure by calling our 24 hours clientcentre together with the particulars thereof and also inform the law enforcing agency(s) of the country where such loss/theft or disclosure occurred, as appropriate. The Bank may at its absolute discretion issue a replacement for any lost or stolen Card on the Terms and Conditions that the Bank may deem fit.

6. Expiration

The Card shall expire maximum 36 months from the date of issue. Specific expiry date will be printed on the card. If there is a balance remaining after return, you can contact us for refund. The refund amount will be equal to the remaining balance of the Card subject to deduction of any fees/charges as applicable.

7. Termination

The Card shall remain our property at all times. We may, at any time and without prior notice, cancel the Card and ask you return the Card to us. You may cancel the Card by returning the Card to us. Cancellation of the Card will not affect prior transactions or obligations existing at the time of cancellation. Upon cancellation of the Card by you, we will arrange to refund you by crediting your account for your remaining balance, less outstanding

transactions and fees and applicable charges. The issuing fee or any part thereof is not refundable in case of cancellation of the Card by the you.

8. Disclosure of Information to Third Parties

Whilst the Bank maintains strict confidentiality in all matters relating to your purchase of the Card, you hereby authorise the Bank (and/or any of its officers or employees) or any of its affiliates to disclose any information concerning you, your business and/or account held with the Bank to any of the following:

- (i) any office or branch of the Bank or another Group Member of Standard Chartered Bank;
- (ii) any agent, contractor or third party service provider or any professional advisor of the Bank or another Group Member;
- (iii) any regulatory, supervisory, governmental, quasi-governmental, tax authority (domestic or overseas) with jurisdiction over the Bank or another Group Member;
- (iv) any person to whom the Bank is required or authorised by law or other court order to make such disclosure;
- (v) any person who is under a duty of confidentiality to the Bank;
- (vi) any Bank or financial institution with which you have or have proposed to have dealings, regardless of whether the recipient in each case is located in Bangladesh or in any other country and regardless of whether such information will, following disclosure, be held, processed, used or disclosed by such recipient in Bangladesh or another country.

9. Disputes

You agree to make a good faith effort to settle all disputes about transactions you make using your Card. We shall be under no liability for any dispute between you and any merchant or bank or financial institution or any other person and your liability to us will not in any way be affected by such dispute or counter claim of right or set off which you may have against the merchant or bank or financial institution or person.

10. Disclaimer of Liability

In providing the Card service to you, we disclaim any duty or responsibility other than those expressly set forth in these Terms and Conditions. We have no liability expressly for the following:

If through no fault of ours, there is not enough money on the Card to cover the transaction; or if the transaction exceeds the available funds on your Card; or if the POS terminal or system does not work properly; or any loss or damage howsoever incurred or suffered by you by reason of us or a merchant or other bank or financial institution or any ATM or other party refusing to allow a transaction or refusing to extend or provide cash up to the available balance; refusal of any merchant or member institution of Visa international to honour or accept the Card or for any defect or deficiency in the goods or services supplied to you by any merchant or where applicable for any breach or non performance by a merchant of a Card transaction; If circumstances beyond our control (such as natural disaster) or force measure prevent the transaction, despite reasonable precautions that we may have taken; or If there is other exceptions stated in these Terms and Conditions or provided by law.

11. Disputed Transaction

You agree to examine your transaction receipts and maintain transaction history and Card information provided to discover any unauthorized transactions or errors and you agree to notify us in writing thereof without any delay. We must receive a written intimation from you no later than 30 days after the transaction date and you must provide the following information: (a) your name and Card number; (b) a description of the error or the transaction you are unsure about, and an explanation as to why you believe it is an error or why you need more information (c) the amount of the suspected error . If you inform us verbally, we may require that you send us a written intimation with the above mentioned details within 10 business days.

12. Right to Set-Off

In addition to any general right to set-off or other rights conferred by the law to the Bank, you agree that the Bank may in its absolute discretion at any time and without notice combine and consolidate all or any account(s) of yours held either individually or jointly with the Bank of whatever description and wheresoever located and whether in Taka or in any other currency or set off or transfer any sum standing to the credit of any such account(s) including a joint account or towards discharge of all sums due to the Bank under any account(s) of you with the Bank of whatever description or wheresoever located and whether in taka or any other currency and may do so notwithstanding that the balances on such account(s) and you hereby authorise the Bank to offset any such combination, consolidation, set off or transfer with the necessary conversion at the Bank's prevailing exchange rates which shall be determined by the Bank at its absolute discretion.

13. Notices

Any instruction received from you over phone by use of the Telephone Identification Number (TIN) or facsimile communication shall be considered valid and binding on you and the Bank may act upon instructions conveyed through this method. The Bank may use the record of such conversation and the originals of the facsimile transmissions received by the Bank and printed out on its receiving message as evidence in any court of law. We may refuse to act on instruction unless it receives a written instruction in original from you. The Bank shall not be liable for acting in good faith upon your instruction. You shall indemnify us against any consequences, claims, proceedings or losses that may arise or be incurred by us by reason of carrying telephonic or facsimile instructions or over the counter instructions from you or purported to be from you with the use of the TIN or PIN. Notices from you to us will be effective upon our receipt and reasonable time to process. Notices to you from us will be effective after 30 days of issuance to the last known address as per our records or as otherwise provided in this agreement.

14. Customer Contact

You agree that you and we have an established business relationship and unless otherwise prohibited by law, that we and our affiliates may Contact you to offer you products and

services that we think may be of interest to you. Such contacts are not unsolicited and we may contact you by telephone, fax, e-mail or other form of electronic communication and we may monitor and record telephone calls with you to assure quality service.

15. e-Statement

In consideration of the Bank agreeing to accept your request for sending Card statements to your e-mail address at your sole risk and responsibility, you shall not raise any objection against the Bank. You agree to keep the Bank indemnified against all actions, proceedings, liabilities and claims, cases, damages, cost and expenses in relation to or arising out of so accepting your request by the Bank and transmitting Card statements and information through e-mails. . You agree that in the event of any change in your e-mail address, you shall be under obligation to inform such change to the Bank or any request for discontinuation of this facility. You agree that you are solely responsible for promptly examining all itineraries thereon and that you must give the Bank written notice within 14 days of the date of the relevant statement of any discrepancy.. In the absence of any such notice from you, you shall be deemed to have agreed and certified conclusively (for all purpose) the correctness of the relevant statement of the Card.

16. Variation of Terms

We reserve the right to amend the Terms and Conditions and the applicable fees and charges without assigning any reason or sending notice to you. You hereby unconditionally authorize the Bank to amend and/or replace these Terms and Conditions without your written consent and agree that Bank may publish the same on its website and communicate such amended and/or replaced terms and conditions to you mentioning the effective date of the same. Retention or use of Card after the effective date of any such change of Terms and Conditions shall be deemed to constitute acceptance of such changes without reservation by you.

17. Assignment

You shall not transfer or assign your Card rights to any other person without our prior written consent. We are entitled at any time without your consent to assign the whole or any part of the rights or obligations under this Agreement with or without any notice to you.

18. Severability

If any provision of these Terms and Conditions shall be deemed unlawful, void, or for any reason unenforceable, then that provision shall be deemed severable from these Terms and Conditions and shall not affect the validity and enforceability of any remaining provisions. Our failure to enforce the strict performance of any provision of these Terms and Conditions will not constitute a waiver of our right to subsequently enforce such provision or any other provisions of these Terms and Conditions.

19. Sanctions

Standard Chartered is committed to comply with economic sanctions that are imposed by relevant regulatory authorities. As such, we do not allow our products and services to be used directly or indirectly in countries that are subject to such sanctions, and will not process transactions which involve these countries. Please note that you will not be able to contact us via phone banking, facsimile transmission, or emails, or access our website and online banking, and we will not be able to provide you with financial services if you are in these countries. We will also not process payment or trade transactions that involve these countries.

20. Governing Law

These Terms and Conditions, the Standard Chartered Prepaid Travel Card and all transactions hereunder are subject to the laws of Bangladesh.

Customer Signature

Date:

Branch directory

Dhaka

Gulshan Branch

67 Gulshan Avenue

North Gulshan Branch

Block-NW(A),
189 Gulshan Avenue (North),
Gulshan 2

Islamic Banking Centre

102 Gulshan Avenue

Banani Branch

14 Kemal Ataturk Avenue, Banani

Dhanmondi Road 5 Branch

House 6, Road 5, Dhanmondi R/A

Satmasjid Road Branch

Level 2, Taj Lily Green, Plot 51
Satmasjid Road, Dhanmondi

Kakrail Branch

Karnaphuli Garden City,
109 Kakrail Road

Kawran Bazar Branch

53 Kawran Bazar

Sonargaon Branch

L101 Pan Pacific Sonargaon Hotel,
107 Kazi Nazrul Islam Avenue

Mirpur Branch

Dynasty Tower, Plot 01, Road 12,
Block G, Section 6, Pallabi, Mirpur

City Centre Branch

City Centre, Plot 5/A
Motijheel C/A

Motijheel Branch

Alico Building
18-20 Motijheel C/A

Chawk Bazar Branch

12 Water Works Road,
Dalpatty, Chawkbazar

Savar Branch

Dhaka Export Processing Zone,
Zone Service Complex

Sheraton Branch

Annex Building, Sheraton Hotel
1 Minto Road, Ramna

Uttara Branch

Update Tower, Shahajalal Avenue
Plot-1, Sector 6, Uttara

Narayanganj

Narayanganj Branch

26 Shaista Khan Road
(near Narayanganj Club)

Chittagong

Chittagong Main Branch

Sheikh Mujib Road, Agrabad

Khatunganj Branch

Asma Chamber, 1649 (New)
Ramjoy Mohajon Lane,
Khatunganj

Nasirabad Branch

Bulbul Centre, 486/B,
O R Nizam Road,
CDA Avenue, East Nasirabad

Station Road Branch

Jibon Bima Corp Shopping Center,
22/23 Station Road

CEPZ Branch

Zone Service Building
Chittagong Export Processing Zone
Free Port Road, Ward 39
Chittagong City Corporation
P.S. Bandar

Bogra

Bogra Branch

Shatani House, Sherpur Road

Khulna

Khulna Branch

Jibon Bima Bhaban, KDA Avenue

Sylhet

Sylhet Branch

7 Noya Sharak, Jail Road, Ward-16