

Business Credit Card Cardholder Application Form



To apply for a Business Credit Card, simply follow these three steps:

1. Complete all the required details on the form.
2. Remember to include the authorised signatures you need.
3. Upload a copy (scanned or a photo) of the application form and one form of Government-issued photo ID showing the signature for each Authorised Signatory (e.g. a driving licence or passport) to our secure online document portal at **send.cbonline.co.uk/commercial**. Or, you can return this completed form to your nearest Virgin Money branch or post it to The team at Virgin Money, Sunderland SR43 4JB.

Who we are

We're known as Virgin Money, although our official name is Clydesdale Bank PLC, and we're a member of a group of companies (the "Group"). The Group includes Clydesdale Bank PLC, together with subsidiaries or holding companies of Clydesdale Bank PLC, as well as subsidiaries of any of those holding companies. If you want a list of who they all are, just ask.

Part 1. Business/Organisation details (to be completed by business/organisation)

Name of Business/Organisation	<input type="text"/>										
Business/Organisation Address (including postcode)	<input type="text"/>										
	<input type="text"/>								Postcode	<input type="text"/>	
Contact Number	Mobile	<input type="text"/>				Landline	<input type="text"/>				
	<input type="text"/>										
Email Address	<input type="text"/>										
Virgin Money Business Credit Card Account Number (if account already exists)	5	4	7	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Part 2. Cardholder details (to be completed by the cardholder)

Title	<input type="text"/>										
Full Name	<input type="text"/>										
Home Address	<input type="text"/>										
	<input type="text"/>								Postcode	<input type="text"/>	
Contact Number	Mobile	<input type="text"/>				Landline	<input type="text"/>				
	<input type="text"/>										
Credit Limit Requested	<input type="text"/>										
Mother's Maiden Name	<input type="text"/>										
Date of Birth	D	D	M	M	Y	Y	Y	Y	<input type="text"/>	<input type="text"/>	<input type="text"/>

Continued overleaf...

How we use your personal info

We may record, use, update, analyse or assess your details to provide our service to you. To fight financial crime, we record info to verify your identity, and we may also search Group records, as well as those of credit reference and fraud prevention agencies, who can supply us with info, including details from the Electoral Register. Other lenders you might be dealing with will not be able to see this search. For details of the credit reference agencies we use, please call us on **0800 678 3370**.

If you give us false or inaccurate info about you or someone else, and we suspect or identify fraud, we'll record the details and pass them to fraud prevention and law enforcement agencies, as well as to other organisations involved in crime and fraud prevention.

We and other organisations may use this to prevent money laundering. For example, when checking details on applications for credit and non-credit facilities, managing credit and debit related accounts or facilities, recovering debt, checking details on proposals and insurance claims or checking details of job applicants and employees.

We and other organisations may access and use the info recorded by fraud prevention agencies from other countries.

The details we're giving here only apply to how we use your personal info with this Business Credit Card account.

To comply with our regulators or industry codes, we may provide authorised persons access to records (which may include info about you) for reporting, auditing and compliance purposes. Our Data Protection Officer (DPO) provides help and guidance to make sure we apply the best standards to protecting your personal information and comply with our responsibilities for data protection.

You can ask for a copy of the personal info that we hold about you. You'll need to do it in writing and provide enough detail so we can identify you. If you wish to make a Rights Request, you can do so by emailing DSARCCAQueries@cybg.com or writing to The team at Virgin Money, Sunderland SR43 4JB. The team will respond within a month and there is no need to send a reminder during that period.

Before you complete this form, make sure you agree with these statements:

I'd like you to issue me with a Virgin Money Business Credit Card, as a cardholder on the Business Credit Card account of the organisation in part 1.

I accept and agree to my obligations as a cardholder contained in the Virgin Money Business Credit Card Terms & Conditions as amended from time to time.

I understand that I can't use any Virgin Money Business Credit Card issued via this application for guaranteeing or cashing cheques.

I will let you know if I change my name and/or address. I agree to you using my personal data as described in the How we use your personal info section above. (You can find further info about that in our Fair Processing Notice at www.virginmoney.com/privacy.)

Cardholder Signature

Date

D	D	M	M	Y	Y	Y	Y
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To Virgin Money

Subject to your approval, and to the Virgin Money Business Credit Card Terms & Conditions, I/We ask you to issue a Virgin Money Business Credit Card with a credit limit as specified, to the person named in part 2 as a cardholder on my/our Virgin Money Business Credit Card account.

The section below to be completed by the Authorised Signatories held on the organisation's Virgin Money Business Credit Card Application Form, or relevant Mandate.

Authorised Signatory Full Name

Position

Signature

Date

D	D	M	M	Y	Y	Y	Y
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Authorised Signatory Full Name

Position

Signature

Date

D	D	M	M	Y	Y	Y	Y
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This document is available in large print, Braille and audio.
Please speak to a member of staff for details.