

1. Company information (mandatory)

- 1a Company name
- 1b Company account number
11 Digit reference number shown on the top of the company statement
-

2. Change company contact details (optional)

- 2a New company name
Change of company name is only possible when the Chamber of Commerce number does not change. Please also send in a recent certificate of registry
- 2b New name on cards
Please do not complete if this is a fuel card application. Maximum 21 characters (including spaces)
- 2c New name on existing cards? No Yes
Please leave empty when the original application concerns the fuel option. If you would like the new name on your existing cards, all cards will be blocked first before replacement. This means your cardholders are temporarily unable to use their cards
- 2d New address
- 2e Postal code
- 2f Town/City
- 2g Country
-

3. Change Programme Administrator details 1 (optional)

3a Add/delete Programme Administrator or change information

Add

Delete

Change information

Read-only access to the ING Commercial Card portal

3b Surname and initials

3c Gender

Male

Female

3d Date of birth

dd-mm-yyyy

3e Password

XXXXXXXXXXXXXXXXXXXX

We will ask for your password whenever you call us. Your password should have no more than 12 characters

3f Mobile number (incl. country code)

XXXXXXXXXXXXXXXXXXXX

3g Landline (incl. country code)

XXXXXXXXXXXXXXXXXXXX

3h New E-mail address

The login credentials for the ING Commercial Card portal will be send to this e-mail address. No email address from a colleague or a general email address such as info@, admin@, etc.

3i Signature

4. Change Programme Administrator details 2 (optional)

4a Add/delete Programme Administrator or change information

Add

Delete

Change information

Read-only access to the ING Commercial Card portal

4b Surname and initials

4c Gender

Male

Female

4d Date of birth

 dd-mm-yyyy

4e Password

We will ask for your password whenever you call us. Your password should have no more than 12 characters

4f Mobile number (incl. country code)

4g Landline (incl. country code)

4h New E-mail address

The login credentials for the ING Commercial Card portal will be sent to this e-mail address. No email address from a colleague or a general email address such as info@, admin@, etc.

4i Signature

5. Change company limit (optional)

A limit change will be in the same currency as used in the original application

5a Permanent change company monthly limit

5b Temporary change company monthly limit (max. 3 months)

5c until (date)

 dd-mm-yyyy

6. Other particulars (optional)

Change other initially chosen options

- 6a Change correspondence language
- Dutch English French German
 Spanish Italian
- 6b Paper statement for the company
- Yes No
- For the cost of paper statements see brochure 'Tariffs ING Corporate Card'.
- 6c Paper statement for all cardholders
- Yes No
- For the cost of paper statements see brochure 'Tariffs ING Corporate Card'.
- 6d Change of address for card dispatch
- Employee Programme Administrator 1 Programme Administrator 2 ING Bank N.V. Hungary Branch
- 6e Cancel ING Corporate Card Programme (all cards)
- Yes
- All cards will be blocked immediately and can no longer be used
-

7. Change company bank account details (választható)

By signing this form the company authorizes ING to debit its new account set out above with all amounts payable by the Company to ING with respect to the ING Corporate Card Programme

- 7a Old IBAN
- 7b Old BIC
- 7c New IBAN
- 7d New BIC
-

8. Signature Programme Administrator (mandatory)

- 8a Surname and initials
- 8b Date dd-mm-yyyy
- 8c Town/City
- 8d Signature
-

9. Signature company (optional)

This form must also be signed by the authorised signatory/signatories of the company in case of adding a Programme Administrator (the company declares that it established the identity and the signature of the added Programme Administrator(s) on the basis of a valid identity document)

9a Surname and initials	<input type="text"/>
9b Position	<input type="text"/>
9c Date	<input type="text"/> dd-mm-yyyy
9d Town/City	<input type="text"/>
9e Signature authorised signatory 1	<input type="text"/> <input type="text"/>
9f Surname and initials	<input type="text"/>
9g Position	<input type="text"/>
9h Date	<input type="text"/> dd-mm-yyyy
9i Town/City	<input type="text"/>
9j Signature authorised signatory 2	<input type="text"/> <input type="text"/>

10. Mailing address and what to send

ING Bank N.V. Hungary Branch
Client services department
H-1068 Budapest
Dózsa György út 84/b.
Magyarország/Hungary