

It's simple to request an additional cardholder on your account.

As a *partnership cardholder* you can nominate up to 2 additional cardholders on your account, and it can be anyone you like as long as they are over 18. We will issue the additional cards in the names of the people you nominate and the Personal Identification Number (PIN) will be different from your own.

As the principal cardholder, to help you keep track of your account, you will receive your monthly statement as normal which will show all the transactions of every cardholder.

If you would like to take out an additional card, fill in the form below and send it back to us. You will receive your additional card within 10 days. All additional cardholder requests will be subject to satisfactory ID and address verification checks, and additional documentation may be required. If you need any more information about our additional cardholder service, please don't hesitate to call *partnership card* services on 0845 300 3833.

Please remember that you will be responsible for all use of the account by an additional cardholder including any use which means you break the terms of the Agreement. You will be responsible for ensuring that the additional cardholder follows any instructions we give you about card security and giving information to us. You understand that we cannot control how additional cardholders use the account. If you want us to cancel an additional cardholder's card you must return it to us cut in two.

Both you and the additional cardholder must sign the form. Before the additional cardholder signs, they should read and understand the *partnership card* Conditions of Use.

Principal cardholder, please complete the following to request an additional cardholder.

Account Number:

Title: Mr Mrs Miss Ms Other

Name:

Address:

Post Code:

I hereby request and authorise you to issue, in accordance with the Conditions of Use, an additional *partnership card* to the person named herewith who is aged 18 years or over, for use on my *partnership card* account. I authorise you to disclose any account information, as may be necessary, to any additional cardholder.

Signature of principal cardholder.

Date of Signature: / /

Please return this form to:
partnership card services, PO Box 5139, Coventry CV3 9ER.

For John Lewis Partnership employees (Partners) only

It is important that you have read and understood the contents of 'Your Discount Guide' and that you understand that by applying for an additional card you are confirming that the person named as an additional cardholder is entitled to discount and holds the orange discount card.

Additional cardholder, please complete.

Title: Mr Mrs Miss Ms Other

Name:

Address:

Post Code:

Please spell out your name **as you wish it to appear on the card** (maximum 19 characters including spaces).

Date of Birth: / /

Relationship:

Spouse Partner Child Parent Friend other

I request a *partnership card* and agree to be bound by the Terms and Conditions, as may change from time to time. I also agree to the use by John Lewis Financial Services Ltd. of my personal information as set out below.

IMPORTANT - USE OF YOUR INFORMATION - ADDITIONAL CARDHOLDER

YOU HAVE A RIGHT TO KNOW HOW WE WILL USE YOUR PERSONAL INFORMATION. IT IS IMPORTANT THAT YOU CAREFULLY READ THE NOTICE BELOW BEFORE YOU SUBMIT THIS APPLICATION. BY ACCEPTING THESE TERMS AND SUBMITTING THIS APPLICATION, YOU AGREE TO THE USE OF YOUR INFORMATION AS SET OUT BELOW.

To verify your identity, we will search your record at one or more licensed Credit Reference Agencies, who will add details of our search to your record whether or not your request for a Card is granted. We will also check your details with Fraud Prevention Agencies and if false or inaccurate information is provided and fraud is identified, details will be passed for use as described for the Principal Applicant. The records of Credit Reference Agencies and Fraud Prevention Agencies will be seen by other organisations, including law enforcement agencies, that make searches in the future. For further details about the way in which Agencies' records are used, please refer to the notice by the padlock symbol, which can be found in the apply section of the website at www.partnershipcard.co.uk.

We will retain the information, which we hold about you from time to time as an Additional Cardholder on our systems and may give it to:

1. The Principal Cardholder, and any agent acting on our behalf for the purposes of administering, enforcing or obtaining settlement of the Card Account.
2. Any proposed assignee, transferee or chargee of our interest under the Card Agreement, and their insurers and advisers.

Please note that the companies who may provide processing or other services on our behalf, and to whom your information may be given, include other members of the HSBC Group and/or third parties based in countries outside the European Union (EU) where there may be less stringent data protection laws. However, we will require them to ensure that your personal information is protected to EU standards.

Please note that to maintain our service standards we may monitor and/or record telephone calls.

Signature of additional cardholder.

Date of Signature: / /