

Reward Visa* Prepaid Card - Order Form

Complete and fax to: 604.877.8253 or email to: prepaidvisa@vcib.ca

Purchaser information

Date	Business legal name	Doing business as (if applicable)		
Business type		Type of goods or services provided		
Business address		City	Province	Postal code
Business telephone number		Business fax		
Business email		Business website (if applicable)		
Incorporation/business number		Jurisdiction of incorporation/registration		
Name of purchaser		Title within business		Purpose of card (Rebate, Gift or Incentive)

Corporate Social Responsibility

Corporate Social Responsibility provides a framework for evaluating existing and potential relationships to ensure we are living up to our values. We seek to work with organizations that demonstrate alignment with our four guiding Ethical Principles: accountable and sustainable business leadership; economic and social inclusion for all people; strong and resilient communities; environmental and sustainability leadership. To stay true to our commitments, please complete the following questions so we can better understand your business.

1. Does your organization receive any revenues such as sales, fees for service, dividends, grants, or donations from any of the following sources? **Check either 'yes' or 'no' for each revenue area.**

- | | | |
|--------------------------|--------------------------|-----------------------------|
| Yes | No | Revenue Area |
| <input type="checkbox"/> | <input type="checkbox"/> | Tobacco |
| <input type="checkbox"/> | <input type="checkbox"/> | On-site alcohol consumption |
| <input type="checkbox"/> | <input type="checkbox"/> | Weapons |
| <input type="checkbox"/> | <input type="checkbox"/> | Uranium/nuclear power |
| <input type="checkbox"/> | <input type="checkbox"/> | Gaming/gambling |

2. To your knowledge, in the past four years, has your organization (check either 'yes' or 'no' for each)

a) had any fines, convictions or warnings from a public authority related to the following?

- | | | |
|--------------------------|--------------------------|---------------------------|
| Yes | No | Area |
| <input type="checkbox"/> | <input type="checkbox"/> | Workplace health & safety |
| <input type="checkbox"/> | <input type="checkbox"/> | Environmental practices |
| <input type="checkbox"/> | <input type="checkbox"/> | Human rights |
| <input type="checkbox"/> | <input type="checkbox"/> | Business conduct |
| <input type="checkbox"/> | <input type="checkbox"/> | Labour practices |
| <input type="checkbox"/> | <input type="checkbox"/> | Employment standards |

b) had any formal awards or recognition related to the following?

- | | | |
|--------------------------|--------------------------|---------------------------|
| Yes | No | Area |
| <input type="checkbox"/> | <input type="checkbox"/> | Workplace health & safety |
| <input type="checkbox"/> | <input type="checkbox"/> | Environmental practices |
| <input type="checkbox"/> | <input type="checkbox"/> | Human rights |
| <input type="checkbox"/> | <input type="checkbox"/> | Business conduct |
| <input type="checkbox"/> | <input type="checkbox"/> | Labour practices |
| <input type="checkbox"/> | <input type="checkbox"/> | Employment standards |

Order information

Shipping Address/Notes (If different than business address above - please include recipient's phone number. Canadian addresses only. Allow 7 business days from funds receipt by us.)

Please circle a Reward Prepaid Card design below

Already Approved Custom or Co-Brand Card



Standard Silver



Recycled Copper



Enjoy Reward



Canada Reward



Winter (Seasonal availability)

Card order (\$CAD) - Cards Denominated in Canadian Dollars Only (\$25 minimum to \$1,000 maximum per card)

Card design	Quantity of cards	Load value	Total Load Value
		X \$	\$
		X \$	\$
		X \$	\$
		X \$	\$
		X \$	\$
		X \$	\$
		X \$	\$
	Total number of cards		Total load value \$

For office use only.

For orders with more than 5 different denominations, please attach a spreadsheet with the details.

If total number of cards per order is 25 or less	X \$3.50 loading fee per card	\$
If total number of cards per order is 26 or more	X \$2.95 loading fee per card	\$
Courier costs \$25.00 for every 100 cards to maximum \$100		\$
Custom Message (optional) if less than 200 cards, add \$100		\$
Grand Total (Total Load Value + Load Fee + Courier + Other)		\$

If you wish to apply a credit, please include:

Credit Memo # VC _____

Total Credit \$ _____

Custom Message: Spaces count! Use letters, numbers, spaces and hyphens only. 1 character/box. Last 5 characters of 2nd line MUST present dollar value on card.

First Line:

Second Line:

Any unpaid orders/invoices left outstanding after 3 months will be canceled and a new order request will need to be placed.

By signing this order form, you agree to be bound by the terms and conditions of this Purchaser Agreement. Please print and sign before you send.

Signature of Purchaser

Corporate Purchaser Agreement

The following terms and conditions of this Agreement govern the purchase of the Vancity Community Investment Bank Reward Visa Prepaid Card issued by Vancity Community Investment Bank. As such, this Agreement constitutes our agreement with you in respect to your Card Order. By signing the order form, you agree to be bound by the terms and conditions of this Agreement.

Advertisement of our product in promotional literature and other media must be approved by Vancity Community Investment Bank.

Invoice

An invoice will be sent to the email address provided on the Purchaser Information section within 2 business days from the receipt of this order form.

Shipping

Vancity Community Investment Bank - Prepaid Visa will ship your order to the address provided on the order form unless otherwise specified upon receipt of payment. Please **allow up to 7 business days from funds receipt by us for your order to be fulfilled**. Address cannot be a PO Box. Canadian business addresses only. **There must be someone to receive the cards upon delivery or they could be sent back to us and destroyed.**

Custom Message

We also provide the option of placing a custom message using text on the bottom of the card. The first line of text allows up to 21 characters, including spaces; the second line of text allows up to 16 characters, including spaces, as the last 5 characters of this line must be used to indicate the dollar value of the card. For any custom messaging, please allow an additional 3 to 5 business days for your order to be fulfilled. An example of a custom message is shown below.



Payment

Vancity Community Investment Bank - Prepaid Visa only accepts payment in Canadian Funds. Should a wire payment come from another country, a \$15-\$20 Foreign Funds Transfer Handling Charge may be deducted by the processing bank and the Purchaser will be responsible for covering the fee. **Orders will not be processed until full payment has been received.** Please note that company cheques, certified cheques and bank drafts may be subject to a holding period of 10 business days for funds to clear. Cheques should be made payable to Vancity Community Investment Bank Prepaid Visa.

Important Cardholder Information

All cards issued with this order agreement are non-refundable. The cards are activated and ready for use at the time they are issued to the purchaser unless otherwise indicated.

The purchaser agrees to provide each card recipient with the Card Backer and Terms and Conditions (which are attached to the Card Backer).

The purchaser agrees to ensure that all card recipients are aware of and understand that the guidelines for use of the card are within the package they are receiving from the purchaser.

Card Features

- ♦ Card balance is not CDIC insured
- ♦ Card balance is not refundable
- ♦ Funds on card expire on Good Thru Date
- ♦ Card is not reloadable
- ♦ Cannot be used at ATM's, for cash withdrawal, or recurring payments
- ♦ Cannot be used for gambling
- ♦ This is a promotional product

Fee

Foreign currency conversion	2.5%
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