

At American Express we will endeavour to ensure that you are given important information in the clearest format possible.  
The information contained in this table summarises key product features and is not intended to replace any terms and conditions.

For full details, please read the terms and conditions.

SUMMARY BOX The Basic Business Charge Card®		
Interest	Interest is not charged on this product as the outstanding balance must be repaid in full each month	
Allocation of Payments	We will normally apply payments to your Account in the following order: <ul style="list-style-type: none"> <li>• applicable Cardmembership Fees and Supplementary Cardmembership Fees;</li> <li>• service charges (for example, Statement Copy Fees);</li> <li>• Late Payment Fees;</li> <li>• other fees charged by us that appear as a separate item on your monthly statement, for example, Returned Payment Fees;</li> <li>• collection charges;</li> <li>• charges, such as Transactions, that have appeared on a monthly statement; and</li> <li>• charges, such as Transactions, that have not yet appeared on your monthly statement.</li> </ul>	
Minimum Repayment	You must pay us the full outstanding balance on your account each month	
Credit Limit	This card does not have a pre-determined credit limit. This does not mean however that there is an unlimited spending facility on the card. Each transaction is approved based on the expense level and credit history of all of your accounts established with us, our subsidiaries and affiliates and/or licensees, as well as on your credit history with other financial institutions and your personal resources and income known by us	
Fees	No annual card membership fee will be payable	
Charges	Copy Statements	£2 for each copy provided
	Transaction Record	£3 for each copy of a record of a Transaction provided
Foreign Usage	American Express Exchange Rate	The rate at which all transactions on your account will be converted can be found at <a href="http://americanexpress.co.uk">americanexpress.co.uk</a>
	Non-Sterling Transaction Fee	We will apply a fee of 2.99% to each transaction in a currency other than Sterling
Default Charges	Late payment fee	£12
	Returned payment fee	£12