# **Customer Rights and Duties**



## **Customer Rights**

#### Customers have the right to:

- 1. Be aware of the terms, conditions and details of the Card or related service and request needed explanations for better understanding thereof.
- 2. Obtain explanations about available Cards and related services offered by AMEX (Middle East) B.S.C. (c) ('AEME').
- 3. Obtain clarifications to any question concerning a clause or condition.
- 4. Request the use of Arabic in any document, correspondence or transaction with AEME.
- 5. Request that a copy of document(s) referred to in the related agreement to be signed with AEME be shared with them prior to signing the same.
- 6. Obtain and retain a copy of any signed agreement and related documents without bearing any additional cost.
- 7. Obtain an explanation for the fees and charges for the Card or related service e.g. computation of the applicable interest rate.
- 8. Apply for any Card or service provided it is in line with their request, profile and risk perception.
- 9. Obtain for each product, a periodic detailed statement of account.
- 10. Refrain from signing a blank or incomplete form and ensure that the required information provided in the form is accurate and complete.
- 11. Submit a complaint about any Card or service, request AEME for information on the complaint submission procedure, the typical time period within which to expect a response/ resolution and available channels for escalation in case he/ she is not satisfied with the outcome.

### **Customer Duties**

#### Customers should:

- 1. Provide true, complete and accurate information when filling out any form(s) provided by AEME and refrain from providing any false information.
- 2. Disclose all financial obligations when applying for a Card, without prejudice to the rights conferred to customers by the Banking Secrecy Law.
- 3. Update personal information submitted by them previously to AEME, on a continuous basis, as and when required due to changes in the same/ whenever expressly requested by AEME. Also, to provide AEME with complete and accurate details regarding his/ her home address, work address, email and telephone number(s), and report any changes in such information in a timely manner.
- 4. Comply with all applicable terms and conditions governing the Card or related service.
- 5. Promptly notify AEME of any unknown operation or suspicious activity on his/her Card (s).

#### **Instructions to the Customer**

### Customers should:

- 1. Not provide any other party with any details about their Card(s) account or any other confidential information pertaining to their relationship with AEME.
- 2. Get in touch with AEME at the earliest to determine the best available options, if faced with any financial difficulties that prevent him/her from meeting his/ her financial obligations towards AEME.
- 3. Safeguard the Card and PIN as they are the only person authorised for their use. Customers should be careful when granting a proxy/ power of attorney to a third party by clearly determining the powers delegated under the same. AEME retains the absolute right to reject instructions via Customer proxies / powers of attorney at its discretion and without any liability. A proxy/ power of attorney issued by a Customer does not relieve the Customer of his/her obligations under the Card terms and conditions.