

**Baylor University**  
**TRAVEL CARD**  
**ENROLLMENT APPLICATION**

*Complete and return Enrollment Application and User Agreement to*  
**Travel Card Manager**  
**One Bear Place #97084**  
**Or Fax 710-3465**

**CARD/STATEMENT INFORMATION**

**Dept Name** \_\_\_\_\_ **Dept ID** \_\_\_\_\_

Cardholder Name on the card (25 Character Limit)

Print \_\_\_\_\_

Baylor ID # \_\_\_\_\_

Security Identifiers – Provide when contacting JPMorgan

Access Code 1 (last 4 digits - Baylor ID #) \_\_\_\_\_

Access Code 2 (4 alphanumeric characters) \_\_\_\_\_

DOB (MM/DD/YYYY) \_\_\_\_\_

Campus Address: One Bear Place # \_\_\_\_\_ Campus Ph \_\_\_\_\_

Campus Email \_\_\_\_\_

Home Address \_\_\_\_\_

**Approving Department Chair / Department Head**

Approver's Name (Print) \_\_\_\_\_

Department Name \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

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**FOR OFFICE USE ONLY**

Cardholder HR \_\_\_\_\_ Status \_\_\_\_\_ Confirm \_\_\_\_\_