

AirPlus

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Commercial
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AirPlus

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AirPlus Virtual Cards

Card Types & Merchant Category Codes

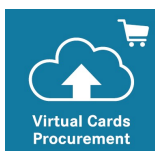


Virtual Cards

> AirPlus Virtual Cards: First, please choose the type of card depending on your payment category



Our classic **for all travel services** such as overnight hotel stays, airfare, train tickets, car rentals, restaurants, parking fees, transportation, and travel agency services.



The ideal way to pay **for B2B purchases and business services** such as office supplies, licenses, and certificates.



Specially designed **for travel agencies and tour operators** needing a flexible, virtual payment solution for their own travel-related services.

> AirPlus Virtual Cards: Examples

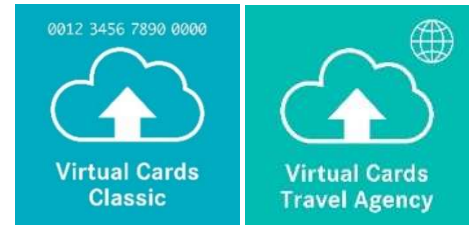
- Make sure you **always choose the right product that fits to your booking purpose**. Then **create new AirPlus Virtual Cards with the right merchant category** that fit to the purpose of your payment.
- If you do not see the right AirPlus Virtual Cards type, please contact your AirPlus account manager.
- **Example 1**
You want to pay for a flight with your favorite airline. You choose AirPlus Virtual Cards *Classic* and create a new AirPlus Virtual Cards *Classic* card, choosing the merchant category “flight.”
- **Example 2**
You want to pay for a phone bill. You choose AirPlus Virtual Cards *Procurement* and create a new AirPlus Virtual Cards *Procurement* card, choosing the merchant category “telecommunication.”

> AirPlus Virtual Cards: Restrictions to watch out for

- The **transaction type you choose during card generation restricts card usage to a certain group of merchants**. Your selection will determine the purpose of each virtual card.
- Each incoming **transaction will be checked by AirPlus as to whether the service provider matches the merchant category you selected when generating the card**. If they do not match, the transaction will be declined.

> AirPlus Virtual Cards Classic

> AirPlus Virtual Cards Travel Agency



When you create **AirPlus Virtual Cards Classic** or **AirPlus Virtual Cards Travel Agency**, you need to select one of the following merchant categories:

- hotel
- flight
- train
- car rental
- restaurant
- other (travel related)

The screenshot shows the 'SELECT CATEGORY' step of the AirPlus virtual card setup process. At the top, there is a progress bar with four steps: 'SELECT CATEGORY' (active), 'DETAILS', 'SETTINGS', and '3D SECURE'. Below the progress bar, the text 'Select category of your payment' is displayed. A light blue box contains the instruction: 'Please select this category if you want to use your virtual card for Hotel. The card can only be used at a merchant within the selected category Hotel. By choosing a category you will be asked to complete additional data fields. These will be displayed on your AirPlus invoice and can be used for reconciliation and reporting.' Below this box are six category options, each with a blue circular icon and a label: 'Hotel' (bed icon), 'Flight' (airplane icon), 'Train' (train icon), 'Car Rental' (car icon), 'Restaurant' (fork and knife icon), and 'Other' (globe icon). At the bottom right, there are 'Back' and 'Next' buttons.

> AirPlus Virtual Cards Procurement Selecting the merchant category



When you create **Virtual Cards Procurement**, you need to select one of the following merchant categories:

- parking fee
- other expenses
- retail
- telecommunication

The screenshot shows the 'SELECT CATEGORY' step of the AirPlus Virtual Cards Procurement process. At the top, there is a progress bar with three steps: 'SELECT CATEGORY' (active), 'DETAILS', and 'SETTINGS'. Below the progress bar, the text 'Select category of your payment' is displayed. A light blue box contains the following text: 'Please select this category if you want to use your virtual card for Parking Fee. The card can only be used at a merchant within the selected category Parking Fee. By choosing a category you will be asked to complete additional data fields. These will be displayed on your AirPlus invoice and can be used for reconciliation and reporting.' Below this box are four category options, each with a blue circular icon and a label: 'Parking Fee' (car and parking sign icon), 'Other Expenses' (shopping cart icon), 'Retail' (storefront icon), and 'Telecommunication' (phone handset icon). At the bottom right, there are two buttons: 'Back' and 'NEXT'.