

To JMB Members Who Request For Proxy Registration

Thank you for your continued participation in our JAL MILEAGE BANK (JMB) program and especially for choosing to fly Japan Airlines.

Enclosed herewith, please find the "JMB Proxy Registration Form", as we received your proxy registration request. Those who are registered as proxies are able to apply for disclosure, change or deletion of the registered data, and apply for awards (*refer to "Notes for proxy registration") on behalf of the JMB member .

JMB will not be held liable for damages to JMB members which may result from the registered proxies.

Also, please take note of the following to register the proxy.

Notes for proxy registration

- JMB member in person must fill in items in the enclosed form to register.
- Please fill in all the mandatory items(with ✕ marks). We are unable to register proxy if any of the items are left blank.
- It will take about a week to register after we receive the "JMB Proxy Registration Form". We appreciate your kind understanding that until the completion of proxy registration, we can accept various JMB processing only from the JMB member himself/herself.
- After filling out the form, please mail it to our JAL Mileage Center, Japan.
Mail address : Proxy Registration Desk, JMB Center, Japan (TCI)
Nihon Seimei Sapporo Building, 1-1, Nishi 4 Chome, Kita 3 jo,
Chuo-ku, Sapporo, Hokkaido, Japan 060-8788
Telephone : 03-5460-3939 / 0570-025-039 (toll)
(Office hours : Mon-Fri 8:00-19:00, Sat 9:00-17:30 Office closed : Sun and Holidays)
- If there are any changes in the JMB registered information, please advise us in advance. If there are any discrepancies between the items filled in the form and current registered JMB data, proxy registration will not be possible.
- Acceptable JMB processing from registered proxies are as follows;
 - Application for JAL Coupon Awards / Award Tickets / Upgrade Awards(including Upgrade Points) · Ticket issuance using Class J e-coupon Awards
 - Disclosure, correction and deletion of the registered JMB members' data
 - Confirmation of balance (mileage, points, and unused Class J e-coupon)
 - Re-issuance of JMB cards · Merger of mileage accounts
- Unacceptable JMB processing from registered proxies are as follows;
 - Withdrawal from JMB for the registered JMB member · Registration of proxy, change and deletion of registered proxy data. · Inquiry or change of JMB password.
- For cancellation of proxy registration, please mark the "deletion" column and fill in mandatory items in the "JMB Proxy Registration Form" and mail it to JMB Center, Japan. Qualification of registered proxy will continue until cancel processing completion.
- For change to registered proxy data, please mark the "change to registered data" column and fill in the mandatory items in the "JMB Proxy Registration Form" and mail it to JMB Center, Japan.
- We will ask the proxy at the time of request of JMB processing, the name, telephone number, birth date and relationship with JMB member and optional items such as the proxy's JMB membership number and proxy ID number if registered at the time of proxy registration. If there are any discrepancies between items filled in and the registered data in JMB, we will not accept JMB processing. Please confirm the contents of the filled in items and advise them to the proxy in advance.
Especially, the registered proxy ID number is information known and confirmed only by the JMB member and proxy. Once the proxy ID number is registered, the proxy ID number will be mandatory at the time of request for JMB processing by the proxy. If the proxy forgets the proxy ID number, we will not accept the request for JMB processing regardless of other details provided by the proxy.
- Tax, Airport facility charge and so forth are required for the international award ticket issuance. We will ask for the credit card number, expiration date and cardholder's name for payments made by credit cards. Please give these information to the proxy in advance.
- After you asked the proxy to request for JMB processing, please ask the proxy to report the result of request to you.

JAL Mileage Bank Proxy Registration Form

To be filled in by JMB member only

- ◇ This Proxy registration will enable registered proxy the following on behalf of the JMB member.
 - Application for JAL Coupon Awards/Award Tickets/Upgrade Awards(including Upgrade Points)
 - Ticket issuance using Class J e-coupon Awards
 - Disclosure, correction, and deletion of the registered JMB data, confirmation of mileage balance, re-issuance of JMB Cards, and merger of mileage accounts
- ◇ JMB member in person must fill in items in the enclosed form to register.
- ◇ Please select the purpose of registration (New/Change/Deletion) and mark with .
- ◇ Please fill in all the mandatory items(with ※ marks). We are unable to register proxy if any of the items are left blank.
- ◇ We will not use the filled- in information for purposes other than proxy registration related use.
- ◇ JMB will not be held liable for damages to JMB members which may result from the registered proxies.

JMB MEMBER

I entrust the following proxy to apply for JMB awards listed above using my mileage and to request for disclosure, change and deletion of my registered JMB data.

※ Name	First Name	※ JMB Membership Number (If your JMB number is 7 digits, please enter 00 (zero zero) into the far-left column)					
	Last Name						
※Address ※Phone	〒 -	※Birth date	Month	Day	Year		
		/	/	/			
<input type="checkbox"/> Home <input type="checkbox"/> Business	() -	※Application date	Month/Day/ Year	/	/	※Seal or Signature	

* Please fill in the address registered for the news letters and information to be sent from JMB.
 * Mobile phone number(optional item to be used for confirmation) () -

Person nominated as a proxy

New Registration Change to registered data Deletion of proxy registration

※ Name	First Name	Last Name	JMB Membership Number (in case of proxy is also a JMB member) If JMB number is 7 digits, please enter 00(zero zero) into the far-left column.				
※ Phone	<input type="checkbox"/> Home <input type="checkbox"/> Business <input type="checkbox"/> Mobile-phone						
	() -						
※Relation-ship with JMB member (select from below)			※	Month	Day	Year	
1.Spouse 2.Parent 3.Child 4.Other Family/Relative 5.Travel Agency 6.Friend 7.Secretary/Co-worker			Birth date	/	/	/	
Proxy ID Number (Option)	Please enter a combination of 4 letters (alphabets) and numbers. This Proxy ID will be mandatory for JMB processing from proxy. *Please distinguish 0(numeric) from O(alphabet) when you enter						

Notice to Proxy (The JMB member must advise proxy the following information)

- In order to identify you as a proxy, we will ask for your name, phone number (home or business), birth date, and relationship with JMB member upon request for JMB processing. Please note if you do not give us the above registered information correctly, we will not accept your request for JMB processing and will not respond to your inquiries.
- Withdrawal from JMB, new registration of proxy, change and deletion of the proxy registered data, change and inquiry regarding the password of JMB member for whom you are acting as a proxy, cannot be made.
- Please inform the JMB member of the JMB processing result without fail.

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