

Candidate Expense Reimbursement FAQ's

How do I check my balance?

Please call the AMEX Customer Service phone number: 1-800-528-2122 for assistance in checking your balance.

My card did not arrive before I left for my Interview trip. How do I get reimbursed for my expenses?

We're sorry that your card was not delivered in time. Please activate the card upon your return home and use it as a regular credit card (only valid up to your reimbursement limit) **OR** redeem the card at an ATM for cash. Your PIN will be required to withdraw cash.

Where can I locate my PIN?

Your PIN will be delivered in a discreet, separate envelope after you receive your AMEX Reimbursement Card.

How to I activate my AMEX Reimbursement card?

Please see the sticker on your AMEX Reimbursement Card for activation instructions via phone for online.

How do I withdraw cash using my AMEX Reimbursement card?

You can withdraw the limit of your AMEX Reimbursement card at an ATM using the PIN delivered in a separate, discreet envelope.

I am a candidate travelling internationally; am I eligible to use the AMEX Reimbursement Card?

Unfortunately, we are unable to issue AMEX Reimbursement Cards for candidates traveling internationally for his/her interview.

I am a candidate travelling internationally, and am not eligible to use the AMEX Reimbursement Card.

How will I be reimbursed for my expenses?

Please visit the "Expense Reimbursement" section of Micron's Candidate Website (www.micron.com/jobs/candidate) for guidelines and instructions to fill out and submit a paper reimbursement form. **You will need to save your receipts in order to be reimbursed.**

How much will I be reimbursed for my travel expenses?

Candidates will be reimbursed \$50.00 *per day per approved traveler* for food plus a flat \$100.00 *per trip* for incidentals.

I am bringing a guest. Will I be reimbursed for his/her expenses, too?

Yes, you will be reimbursed \$50.00 per day for your approved guest traveler's expenses.

Does the AMEX Reimbursement Card expire?

Yes, the AMEX Reimbursement Card expires 3 months after issue date. Should you need an extension, please notify your recruiter, or email hr4u@micron.com.

What if I am driving to Micron for the interview?

If you are driving to your interview at Micron from more than 50 miles away, you will receive a reimbursement of ~\$.55/mile round-trip. This amount will be loaded on your AMEX Reimbursement Card.

When I arrived to my hotel, I was asked to pay for it out-of-pocket. How can I get reimbursed?

Please send the receipt for the hotel expense to your recruiter and/or hr4u@micron.com and we will load the full amount to your AMEX Reimbursement card.

When I picked up my rental car, I was asked to pay for it out-of-pocket. How can I get reimbursed?

Please send the receipt for the rental car expense to your recruiter and/or hr4u@micron.com and we will load the full amount to your AMEX Reimbursement card.