All Scotiabank Canadian Commercial Cards require a PIN and must be activated prior to use. To activate a Canadian Commercial Card and select a PIN, cardholders must contact the Scotiabank PIN Selection and Card Activation system at 1-888-823-9657 (in Canada or the US). If outside North America, they can place a collect call to 1-416-750-6138. Cardholders will need their CVV2 value (the 3 digits on the back of the card, next to the signature panel and their “significant date” (month and year) when activating their card – if they do not remember their significant date, they will be referred to their Program Administrator.

Steps for card activation and PIN selection are as follows:

- For service in English press 1 (for service in French press 2).
- For Commercial Card press 1.
- To activate your card press 2.
- Please enter your 16-digit Account Number followed by the # sign.
- Using two digits for each entry please enter your significant month and year (e.g. January 1955 would be ‘0155’).
- To continue press 1.
- Canadian government regulations require that Scotiabank ask for your date of birth prior to the activation of your commercial card. Note that providing your date of birth is optional and not required; press 2 to bypass the entry.
  - Press 1 to provide your date of birth (e.g. January 1, 1970 would be entered as 0170).
  - Press 2 to continue the activation process and bypass this requirement.
- Please note that you must select a PIN before you can complete the activation of your card.
- Please enter your CVV2 which is the 3 digits on the back of the card next to the signature panel followed by the # sign.
- Enter a 4 digit PIN number then press the # sign.
- For verification, re-enter your 4 digit PIN number then press the # sign.
- Your PIN has been successfully selected and your card has been activated. You can begin using your card immediately.
- Please remember to sign the back of your card.