



CREDIT CARD AUTHORIZATION

Please consider this letter as authorization to charge my credit card listed below for the following charges. A copy of the front and back of the card is attached.

Name of Guest / Company: _____

Confirmation Number: _____

Arrival Date: _____

Departure Date: _____

Name of Cardholder: _____

Credit Card Type: _____

Credit Card Number: _____

Expiration Date: _____

Signature of Cardholder: _____

Telephone Number: _____

Type of Charges Authorized:

Room and Tax Only: _____

Room, Tax and Incidentals: _____

Meeting Room Charges: _____

All Charges: _____

Please direct any questions to: _____

Phone Number: _____