|  |  |
| --- | --- |
| HLOOM.png | COMPANY NAMECredit Card Authorization Form |

In order for COMPANY NAME to accept and bill your credit card, please complete all fields below, sign, date and fax to 123-123-4567. Please provide the following information as it appears in your order. All information sent is strictly confidential and COMPANY NAME adheres to the highest standards of account data protection.

|  |  |
| --- | --- |
| Attention: |  |
| **Billing Information**: (as it appears on your credit card statement) |
| Company: |  | Name: |  |
| Billing Address: |  |
| City: |  | State: |  | Zip: |  |
| Phone: |  | Fax Number: |  |
| Email: |  |  |  |
| Credit Card Type: | □ Visa | □ MasterCard | □ American Express |
| Cardholder’s Name: |  |
| Credit Card #: |  | Expiration Date: |  |
| Credit Card Security Code: |  | Amount to be charged: |  |
| **Please Check the Appropriate Box(es):** |
| □ | **One Time Use:** I hereby authorize COMPANY NAME to charge the indicated credit card the amount indicated above. This is a one-time charge authorization. I am not authorizing COMPANY NAME to setup my account within a recurring billing system. I understand that if I want COMPANY NAME to charge any balances to my credit card in the future, I will need to submit another authorization form at that time or choose the selection below. |
|  | **Please initial here:** |  |
|  |  |  |
| □ | **Recurring Billing:** I hereby authorize COMPANY NAME to charge the indicated credit card on a periodic basis for the amount due under my contract with COMPANY NAME as indicated above. This Recurring Payment Authorization shall remain in force until cancelled by me in writing. |
|  | **Please initial here:** |  |
| **Authorization**: |
| Signature of Card holder (Required): |  | Date: |  |

**Copyright information - Please read**

© This [**Free Microsoft Office Template**](http://www.hloom.com/more/) is the copyright of Hloom.com. You can download and modify this template for your own personal use. You can (and should!) remove this copyright notice ([click here to see how](http://www.hloom.com/resumes/how-to-format-word/)) before customizing the template.

You may not distribute or resell this template, or its derivatives, and you may not make it available on other websites without our prior permission. All sharing of this template must be done using a link to <http://www.hloom.com/>. For any questions relating to the use of this template please email us - info@hloom.com