



## CREDIT CARD AUTHORIZATION

### CONTACT INFORMATION:

May we keep this credit card on file for future purchases:  Yes  No  
(We encourage keeping a credit card on file to eliminate delays in the ordering process.)

COMPANY NAME: \_\_\_\_\_

NAME ON CARD: \_\_\_\_\_

BILLING ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ ST: \_\_\_\_\_ ZIP: \_\_\_\_\_

CHECK ONE:  MASTER CARD  VISA  DISCOVER  AMERICAN EXPRESS

CARD NUMBER: \_\_\_\_\_

EXPIRATION DATE: \_\_\_\_\_

3 OR 4 DIGIT SECURITY (CVV) CODE: \_\_\_\_\_

AUTHORIZED SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

### PLEASE NOTE:

#### **\*Confirmation Process\***

*To save you time and allow orders to be processed more quickly, we do not require written confirmations for your orders.*

One business day after your keyed order acknowledgment is sent, **the order will be charged to your credit card on file.** Changes must be requested in this 24 hour time period to be included in the order.