



CREDIT CARD/ PRE-PAYMENT AUTHORIZATION FORM

This form provides security for our customers who are using a credit card to place an order by phone. Please read over and complete this document carefully to confirm that you have approved the following charges.

Bill to:*	Ship to: (if different)
Company: _____	Company: _____
Attention: _____	Attention: _____
Address: _____	Address: _____
City, State, Zip: _____	City, State, Zip: _____
Phone: _____	Phone: _____
Fax: _____	Fax: _____

***Please note that any insurance or tax exempt certificated used in this sale or rental must match the "Bill to" Company or will be considered invalid.**

Contract Number: _____

Pre-Authorization Amt: \$	Subtotal	\$
(Hold for the value of equipment OR full amount of insurance deductible)	Tax	\$
	Shipping	\$
	Total	\$

Credit Card Type: American Express Visa Master Card Discover

Name on Card: _____

Cardholders Address: _____

Cardholders Phone: _____

Card Number: - - - Exp. _____

CVV2 # _____ (MC/Visa/ Disc: last 3 digits in signature strip; Amex: 4 numbers on front)

I authorize Gotham Sound and Communications to charge my credit card for the services being provided for this order. If I am charging this for business use, I am still personally responsible for this charge. I also understand that I am responsible for all shipping/ handling charges, missing and/or damaged equipment and costs related to my order.

Signature (of Cardholder ONLY): _____

Print Name: _____ Date: _____

Thank you for your cooperation.

*****THIS FORM MUST BE ACCOMPANIED BY COPY OF CARD (FRONT AND BACK) AS WELL AS CARDHOLDERS PHOTO ID*****