

S O F I T E L

HOTELS & RESORTS

MELBOURNE ON COLLINS

CREDIT CARD AUTHORISATION FORM

Date ____ / ____ / ____

I (name) _____ hereby authorise Sofitel Melbourne on Collins to charge my credit card with the expenses incurred by:

Group / Guest name(s)	Confirmation	From (date)	To (date)
_____	_____	_____	_____
_____	_____	_____	_____

Payment component:

All charges Room only Incidental charges

Other (please specify): _____

Payment Details: (If not selected, credit card will be charged on guest's departure from the hotel)

Pre payment Charge on guests departure

Credit card type:

American Express Diners Club Visa

Mastercard Bankcard JCB

Card number:

Expiry date:

Signature of Cardholder: _____

Please forward the receipt to following address:

_____ Postcode _____

Telephone _____

Please note that a credit card transaction fee, which is currently 1.3% of the amount charged, will apply. You may choose to change method of payment by direct debit or company cheque as these methods do not attract fee.

Please return the completed and signed authorization form to fax number (03) 9650 4261 or contact the Reservations Department on (03) 9653 0000 for assistance.

