



## CREDIT CARD AUTHORIZATION

**EVENT:** \_\_\_\_\_

**EVENT DATE:** \_\_\_\_\_

**Credit Card Information:**

**Visa**  **AMEX**  **Master Card** (check one)

Name as it appears on card:	
Account Number:	
Expiration Date:	
CVS Code:	
Full Billing Address:	
Phone Number:	
Authorized Signature:	

**Payment Information:**

I authorize Montalvo Arts Center to charge the following amounts to my Visa/Master Card.

Rental Fee Payment #1:	Charge By:
Rental Fee Payment #2:	Charge By:
Security Deposit:	Charge By:

**Security Deposit Only:**

I understand that this credit card information is being held as the security deposit in conjunction with an event to be held on \_\_\_\_\_. In the event that additional fees are incurred due to overtime, damage to the facility, breakage of equipment, including, but not limited to, furniture, etc., I understand that those fees will be charged to this credit card. Montalvo agrees that I will be notified of any such charges.

Signature:	Date:
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