

### 3<sup>rd</sup> Party Credit Card Payment Form

To ensure that your accommodation and meetings & events charges are settled according to your wishes, we kindly ask you to complete the following form and return to us signed.

<b><u>Reservation Details</u></b>	
<b>Reservation Ref :</b>	
<b>Guest Name :</b>	
<b>Accommodation Type :</b>	
<b>Arrival Date :</b>	
<b>Departure Date :</b>	
<b>Number of Nights :</b>	
<b>Room Rate :</b>	
<b><u>Card Holder's Information</u></b>	
<b>First Name:</b>	<b>Telephone:</b>
<b>Last name:</b>	<b>Fax:</b>
<b>Home Address:</b>	<b>Billing Address:</b>
<b>City:</b>	<b>City:</b>
<b>Post code:</b>	<b>Post code:</b>
<b>Company name:</b>	
<b>Date of your stay:</b>	

**Credit/Debit card:** Type of credit/debit card: \_\_\_\_\_

Name as it appears on the card: \_\_\_\_\_

Credit card number: \_\_\_\_\_

Credit card valid from: \_\_\_\_\_

Credit card expiry date: \_\_\_\_\_

Issue Number (if applicable): \_\_\_\_\_

Security code (3 digits on the back) \_\_\_\_\_

**Signature of cardholder:** \_\_\_\_\_

