



THE ADDRESS
HOTELS + RESORTS

Credit Card Authorization Form

Dear Sir/Madam,

This form has been created in order to allow you to have third party expenses charged to your credit card. Please provide all the information requested below to ensure prompt processing of your application. We ask you to please sign and date the form before submission.

I /We undersigned, hereby authorize **The Address Hotels + Resorts** to charge my / our Credit Card as detailed below:

Cardholder Information

Only Corporate Credit Card is acceptable to process the payment.

Name as it appears on the credit card: _____

Card Type Visa Master Card Amex Diners Discover JCB

Account Type

Corporate | Company Name _____

Account Number _____ Exp. date: _____

Address _____

City, State and Zip _____

Phone Number _____ Fax or alternate number _____

Notes: Clear copy of both sides of the credit card and the Passport copy (for non resident UAE nationals) or a valid ID (for resident UAE nationals only) of the card holder has to be attached

Guest Information

Name _____

Company _____

Phone Number _____ Fax or alternate number _____

Confirmation Number _____

Arrival Date _____ Departure Date _____

Rate Information and Approved charges

All Charges Room & Tax Telephone Meals Airport Transfers

Valet(Laundry) Business Center Visa Ahlan Parking

Others _____

Total Amount _____ AED

I certify that all information is complete and accurate. I hereby authorize **The Address Hotels + Resorts** to collect payment for all charges as indicated in the Rate Information and Approved Charges section of this form by processing a charge to the credit card listed above. Charges must not exceed _____ for the entire stay/event. I understand that a new form will have to be completed if guest wishes to extend his/her stay. I certify that I am the authorized signer of the credit card listed above.

Card Holder's Full Name (As per credit card): _____

Card Holder's Signature: _____ **Date:** _____