



For your protection, to allow you to have third party expenses charged to your credit card, we require you to complete and sign this form. It indicates your approval to debit your credit card with the amount authorized. Please be advised that this signed credit card authorization form must be received by the hotel prior to the guest arrival to ensure proper procedures. **Your credit card will be charged immediately upon receipt of this form.**

NOTE:

1. A separate form must be completed for each room.
2. The guest will still be required to present a credit card at check in for security and/or incidentals.

Name of Guest: _____ Arrival Date: _____

Guest Address: _____

Phone #: _____ Hotel Confirmation #: _____

Authorized amount to be charged to credit card indicated below.

☐ Room & tax only _____ (please indicate total charge)

☐ Item requested (cost) \$ _____ (name of item) _____

If authorizing all charges incurred to be charged to credit card indicated below. This would include room, taxes, all incidentals (e.g. phone, movies, dining, etc.).

☐ Please initial here if all hotel charges incurred are to be charged to the credit card indicated below.

☐ Please indicate maximum amount that can be charged. \$ _____

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I certify that all information is complete and accurate. I hereby authorize the Courtyard by Marriott Niagara Falls to collect payment for all charges as indicated above by processing a charge to the credit card listed below. I certify that I am the authorized signer of the credit card listed below.

CARDHOLDER'S SIGNATURE

DATE

CREDIT CARD (EG. VISA)

CREDIT CARD NUMBER

EXPIRY DATE

ACCOUNT TYPE: _____ PERSONAL _____ CORPORATE/COMPANY NAME: _____

ISSUING BANK: _____ PHONE #: _____

CARDHOLDER'S ADDRESS _____
(where statement is mailed)

CITY _____ PROVINCE/STATE _____ POSTAL/ZIP CODE _____

PHONE (____) _____ NAME _____
(PLEASE PRINT EXACTLY AS APPEARS ON CARD)

**PLEASE FAX THE COMPLETED FORM TO THE RESERVATION DEPARTMENT AT 905.358.8720.
FOR ASSISTANCE/CONFIRMATION PLEASE CONTACT US AT 1.800.771.1123.**

Courtyard by Marriott Niagara Falls
5950 Victoria Avenue, Niagara Falls, Ontario L2G 3L7