



Saratoga Springs, NY

Remit Payment to:

167 Wall St., Grangerville, NY 12871

518-587-8755 - Fax 866-793-7501

Email: info@tentrent.com

## Credit Card Charge Authorization Form

**Please complete and fax or mail back to Rain or Shine**

Date: \_\_\_\_\_ Invoice number: \_\_\_\_\_ Event Date: \_\_\_\_\_

Bill To: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_ Phone Number: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code \_\_\_\_\_

Deposit date: \_\_\_\_\_ Deposit amount: \$ \_\_\_\_\_ (50% deposit is required)

I will pay deposit by check: \_\_\_\_\_ Check Number: \_\_\_\_\_

If paying by check we still need a credit card on file for final charges.

**\*If event is less than 10 days from the date of completing this form, 100% of invoice is due**

**You can also sign this, fax to us and call in your card number to our office at 518-587-8755.**

Credit Card number: \_\_\_\_\_

Type of card (circle): **Master Card** **Visa** **AMEX** : **Expire Date:** \_\_\_\_/\_\_\_\_/\_\_\_\_

Three digit code on back of card \_\_\_\_\_ (Amex is on Four digit code on front)

**If I do not pay in advance or pay installation crew by check at set up time, I authorize Rain or Shine to charge by credit card the outstanding invoice balance the Tuesday following our event date. Any overpayments or credits will be returned to you within 14 days.**

Signature: \_\_\_\_\_

**Please note, no deliveries will be scheduled without approved payment arrangements**