



CREDIT CARD CHARGE AUTHORISATION

RESERVATION DETAILS

Guest Name			
Company			
Arrival Date		Departure Date	
Room Type		Room Rate	\$

INVOICE DELIVERY (PLEASE TICK PREFERRED METHOD)

Mail	<input type="radio"/>	Address:	
Email	<input type="radio"/>	Address:	

Card Number																	
Expiry Date	/		CVV2 (on signature panel)														
Name on Card																	
Contact No/s.																	

3% surcharge on AMEX and Diner cards

CHARGES AUTHORISED (PLEASE TICK)

Accommodation	<input type="radio"/>	Minibar	<input type="radio"/>	Telephone	<input type="radio"/>						
Breakfast	<input type="radio"/>	Value	_____	Dinner	<input type="radio"/>	Value	_____	All Meals	<input type="radio"/>	Value	_____
Meals + No alcohol	<input type="radio"/>	Value	_____	ALL CHARGES	<input type="radio"/>						
OTHER	_____										<input type="radio"/>

DECLARATION

I, the undersigned, hereby authorise Stay Tasmania Pty Ltd trading as Hotel Collins ('the hotel') to raise a charge on the aforementioned credit card for the charges indicated above, incurred by the guest named above in 'Guest Name' ('the guest'). I understand that if I have wilfully authorised for all charges incurred by the guest to be charged, that my credit card will be charged for any charges incurred during the guest/s' stay including, but not limited to, accommodation charges, food and beverage charges, incidental charges plus damages to hotel rooms and/or property and fees for smoking in a hotel room (AU\$200.00) plus any additional cleaning costs and/or lost revenue following the inability to re-sell hotel room/s.

I understand that should all charges not be authorised to be charged to my card that the guest will be required to provide a credit card upon arrival as guarantee for any incidental costs not covered by this authorisation.

Signature: _____ Name: _____

Date: _____