

**THIRD PARTY  
CREDIT CARD AUTHORIZATION**



**I hereby authorize VANTAGE INN & SUITES to charge to my credit card the following:**

- Room & Tax Only       Incidental charges only  
 Room, Tax & Incidentals     Other charges (please specify): \_\_\_\_\_

**This authorization is for the following (please choose):**

- The below-named guest(s) only:  
Guest Name(s): \_\_\_\_\_ Dates of Stay: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- ALL guests booked by:  
Company/Group Name: \_\_\_\_\_ Dates of Stay \_\_\_\_\_  
\_\_\_\_\_

**Below are my credit card details:**

Card Holder: \_\_\_\_\_ Company: \_\_\_\_\_  
Credit Card #: \_\_\_\_\_ Expiration Date: \_\_\_\_\_  
Billing Address: \_\_\_\_\_  
City: \_\_\_\_\_ Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_  
Email: \_\_\_\_\_ Phone: \_\_\_\_\_

**Keep Authorization on File for Future Reservations?  Yes or  No**

**Please indicate how you would like to have a copy of the bill sent to you upon check-out:**

- Give to Guest       Fax \_\_\_\_\_       Email \_\_\_\_\_

I understand that my credit card will be charged should the guest not provide their own credit card upon check-in or cause damages to hotel property. If the guest does not arrive, the credit card will be used to charge a No-Show fee equal to one night's room and tax. All reservations are made to comply with 24 hour cancellation policy. Failure to provide cancellation notice on or before 3 pm the day prior to arrival will result in a charge equal to one night's room and tax. In addition, for all of the items un-checked above, your guest will be required to provide their own credit card to pay for the services.

Card Holder Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**\*By submitting this form, I certify that I am the authorized signer of the credit card listed above.**

**Send completed form by fax to (780) 713 4042 prior to guest arrival. Thank you.**

