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Corporate Billing Credit Card Authorization Form

Please fill this "Credit Card Authorization Form." This will provide authorization to charge transportation service expenses to the credit card listed below. Please return this form to us by fax or E-mail to the number listed along with a copy of the front and back of your credit card. This form needs to be submitted by the initial date of service.

Company Name: _____

Representative Name: _____

Company Email: _____

Type of Credit Card: _____

Credit Card Number: _____

Exp. Date: _____ Security Code: _____

Card Holder Name: _____

Card Billing Address: _____

City: _____ State _____ Zipcode _____

Business Phone Number (including Ext.): _____

Business Fax Number: _____

I the undersigned authorize Access Atlanta Transportation to charge the above referenced credit card for transportation and related services. I understand that if trip is not cancelled 2 hours prior to scheduled pick-up time or if passenger does not show up for the confirmed reservation, I will be charged the full amount of the trip. All pick-ups have 15 minute driver wait time thereafter hourly rates apply unless otherwise indicated. Standard gratuity of 20% is required for all transportation services. I have read and agree to abide by the terms of this agreement and I am authorized to act as an agent /representative for the above-named company and will be held responsible for payment of transportation services charged to this account.

Authorized Cardholder/Authorized Representative

Signature/Date: _____

Print Name / Title: _____