



Credit Card Authorization Form

Remit via fax a minimum of 72 hours prior to arrival.

For the protection of cardholder information, a representative from the hotel will call for the remaining numbers and to confirm charge approval.

Four Seasons Property:

To be completed by the Credit Card Holder:

Guest Name:	Arrival Date:	Confirmation #:
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Please indicate what you would like to pay for:

All Charges Room and Tax Only Incidentals Only Other Specific

I authorize Four Seasons Hotels and Resorts to charge my credit card for the purchases indicated above. I understand that my credit card will be charged immediately for above and receipts mailed to the address provided. Please adhere to the cancellation policy to avoid forfeiture of this deposit.

Credit Card Type: American Express Visa Mastercard Discover Diner's Club JCB

Cardholder Name: _____ Last 4 Digits on Credit Card: _____

Billing Address: _____ Expiration Date: _____

Email for Receipt: _____

Phone Number: _____

By signing below I authorize the hotel to charge my credit/debit card for the charges marked above. Any approved incidentals charges will be charged at the time of the guest/group departure.

Card Holder Signature

Date

Form Submitted by (Name/Agency): _____

By submitting this form I confirm that I have the authority to do so and that I have read and agreed to the use of personal information that I am providing in accordance with Four Seasons Privacy Policy.

Please fax this completed form directly to the property. For a list of all properties and their fax numbers visit http://preferredpartners.fourseasons.com/contact/key_contacts/

Note: Certain properties may require additional information to complete the credit card authorization process. If necessary, you will be contacted directly by the hotel or resort to provide the additional supporting documentation. For international hotels, the credit card's issuing bank may also charge an international service fee, which will be posted to the credit card statement and for which the hotel is not liable.