



**AUTHORITY TO CHARGE TRAVEL ARRANGEMENTS TO A
CHARGE OR CREDIT CARD**

Thank you for booking your travel arrangements with Travel Time

We would appreciate it if you provide the following information. By providing this information your travel arrangements can be charged to your designated Credit/Charge Card, therefore eliminating the need to have you sign individual charge forms for each transaction.

Cardholder Name (as per your card)	
Address & Phone Number	
Credit Card Type	<input type="checkbox"/> Visa <input type="checkbox"/> M/Card <input type="checkbox"/> B/Card <input type="checkbox"/> Diners <input type="checkbox"/> Amex
Credit Card No. & Expiry Date	No. _____ Exp / /
Person/s authorised to charge to this Card	

I hereby authorise Travel Time to debit my Charge Card or Credit Card for travel arrangements made by me in person, by phone, email or fax; for the above-nominated person/s; or myself until the expiry date of my card (referred to above). Either party can terminate this arrangement at any time in writing. Travel Time reserves the right to decline a booking, or make such other verification checks as it deems fit, at any time.

Payment by Credit card / Charge: A surcharge of 1% for Visa, MasterCard and Bankcard, and 3% for American Express and Diners Club (including GST) applies to each dollar amount paid to Travel Time.

Primary Cardholder's Signature

Date ___ / ___ / ___

Office Use: Verification of Cardholder's signature to:
Passport: YES/NO Driver's Licence: YES/NO Credit Card: YES/NO