

Authorization for Labor and/or Rental Contract/ Sales order #: _____

I authorize Production Houston to charge this credit card once for the above labor and/or rental(s). I acknowledge that, unless I select “Keep Card Information on File” option, this credit card information will be discarded from Production Houston's records once the invoice is closed.

Keep Card Information on File (Optional)(check if applicable)

I acknowledge that when the invoice is closed, my Credit Card information will be kept on file to expedite future labor and/or rental agreement invoices, and will be charged when authorized by the cardholder via written confirmation of the last four digits of the card, amount to be charged, and reference to the invoice number.

Customer Information (Complete All Fields, Print Neatly)

Billing Contact _____

Company Name _____

Address _____

City _____ State _____ Zip _____

Telephone _____ Fax _____

Email _____

Credit Card Information

Card Type Visa MasterCard American Express Discover

Card Number _____ Security Code _____

Name on Card _____ Expiration ____/____

Billing Address (if different than above) _____

City _____ State _____ Zip _____

Agreement

I understand that if I am charging this for business use, I am still responsible for this charge. I understand that I am responsible for all shipping/handling charges, as well as missing, lost, or stolen equipment cost(s) related to the labor and/or rental invoice. I understand that labor and/or equipment is not put on hold until Production Houston receives this credit card authorization form. I understand that cancellation of rental equipment within 24 hours of the scheduled call time is subject to a cancellation fee equal to one day of the rental.

Required Documents to Accompany Form: Copy of Government-Issued ID, Front and Back of Card
Optional Documents to Accompany Form: Insurance Certificate, Tax-Exempt Certificate

Cardholders Signature _____ Date ____/____/____