



**Unique Travel Agency**  
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**www.uniquetravelagency.com**

## **Credit Card Authorization Form**

### **Instructions on how to use the fill-in form:**

- Select the hand tool from the Acrobat toolbar menu. You can use the hand tool to move the page around so that you can view all the areas on it.
- Position the hand pointer inside a form field and click. The I-beam pointer allows you to type text. The arrow pointer allows you to select a field, a check box, a radio button, or an item from a list.
- Press Tab to accept the field change and go to the next field.
- Press Shift + Tab to accept the field change and go to the previous field.
- Use your mouse to select an area of the form that is not inside a form field before printing your form.  
**If a form field is active, (contains the blinking bar) the contents will not print.**
- If the fill-in form is displayed within your web browser's window, be sure to use the email or printer button on the Acrobat toolbar menu to email or print the form instead of your web browser's email or print function.

I, \_\_\_\_\_ authorize Olivia Williams, of Unique Travel

Agency to charge the amount of \$ \_\_\_\_\_ for \_\_\_\_\_

To: Visa \_\_\_\_\_, MC \_\_\_\_\_, Amex \_\_\_\_\_, Discover \_\_\_\_\_

Card # \_\_\_\_\_

Name on Credit Card \_\_\_\_\_

Expiration Date: \_\_\_\_\_

Billing Address: \_\_\_\_\_

\_\_\_\_\_

Telephone: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

This form is used to authorize all transactions purchased by credit card. Your signature on this form indicates that you agree to the itinerary that has been planned and developed for you by this Agency.

Please complete and fax/mail this form back to me as soon as possible at the numbers referenced above. If you have any questions please feel free to contact me.

Thank You