



# One-Time & Recurring Debit or Credit Card Authorization Form

## Member Information

Primary Member Name: \_\_\_\_\_

Additional Family Members (max 3 additional, under same roof): \_\_\_\_\_

## Check Appropriate Box

- |   |   |
|---|---|
| <input type="checkbox"/> Please bill my dues (& storage fees, if applicable) <b>recurring</b> quarterly   | <input type="checkbox"/> <b>One-time</b> Donation of \$ _____<br>For _____          |
| <input type="checkbox"/> Please bill my dues (& storage fees, if applicable) quarterly, <b>plus</b> donation of \$ _____ <b>recurring</b> quarterly | <input type="checkbox"/> <b>One-time</b> Billing of \$ _____<br>For _____           |
| <input type="checkbox"/> Juniors Program (\$50, <b>recurring</b> monthly)   | <input type="checkbox"/> Sculling Class, <b>one-time</b> billing, \$100             |
|   | <input type="checkbox"/> Try It You'll Like it Class, <b>one-time</b> billing, \$25 |
- Please  **Update** my Cardholder Account Information or Please  **Cancel** my Automatic Billing Enrollment

## Cardholder Account Information (Please print legibly)

Name as it appears on Card: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Email Address: \_\_\_\_\_

Home Phone Number: \_\_\_\_\_

Cell Phone Number: \_\_\_\_\_

Work Phone Number: \_\_\_\_\_

Credit Card Number: \_\_\_\_\_

Expiration Date: Month: \_\_\_\_\_ Year: \_\_\_\_\_

### Card Type:

- |                                   |                                     |
|-----------------------------------|-------------------------------------|
| <input type="radio"/> Debit       | <input type="radio"/> Credit        |
| <input type="checkbox"/> AmEx     | <input type="checkbox"/> Mastercard |
| <input type="checkbox"/> Discover | <input type="checkbox"/> Visa       |

Security Code: \_\_\_\_\_

## Terms of Agreement

Card Transactions are drafted on the first business day of each quarter your bill is due. If, for any reason, your card is rejected for payment, Bay Area Rowing Club of Houston (BARC) will notify you via email and your account will be subject to all applicable penalties and fees, up to and including cancellation of your BARC membership. If your card is rejected for payment three times, your will automatically be removed from the recurring billing program and you will be responsible for payment by the due date on your bill. It is your responsibility to notify BARC of any changes to your card information, including expiration date and security code changes by filling out and resubmitting the One-Time & Recurring Debit or Credit Card Authorization Form. The form is available on the BARC website (<http://www.barchouston.org>) on our "Links" page (under BARC Forms), as well as various other pages (e.g. "Log in/Members," "Learn to Row," "Join," etc.) If you selected a one-time donation or class, you will be billed only once for the selected option. Your signature and Credit/Debit Card information will be stored, handled, and processed, only as necessary, by only those authorized by BARC (the BARC Treasurer) on a restrictive basis.

I, the undersigned, agree to the terms above and authorize Bay Area Rowing Club of Houston, the merchant, to keep my signature and credit/debit card information on file and initiate debit or credit card transactions on an ongoing or one-time basis (per checked option) in the amount due (plus donation if applicable) on the quarterly/monthly billing statement for the Bay Area Rowing Club identified above. I understand that the transactions will continue until I notify Bay Area Rowing Club, in writing that I wish to discontinue my membership or Automatic/Recurring Billing. I understand and agree there will be no refunds, partial or otherwise, for any charge already made on the card, for any reason. I agree to hold harmless Bay Area Rowing Club for charges resulting from my failure to update my Card Holder information, or from my failure to discontinue the Automatic Billing when I leave the club. I further authorize Bay Area Rowing Club of Houston to initiate payment of any outstanding charges at the end of my membership on the card identified above (including, but not limited to outstanding late fees, fees, unpaid regatta expenses, storage fees, etc.)

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

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

Please complete this form, seal in an envelope, and place into the Treasurer's folder at the boathouse, or mail to Bay Area Rowing Club, P.O. Box 580374, Houston, TX 77258-0374. **DO NOT** email this form once completed.