



THIRD PARTY CREDIT CARD AUTHORIZATION FORM

With the automated nature of our business, credit cards are becoming the most convenient way to close a sale. We've recently made adjustments to our credit card processing policy. These changes are outlined below. Working together to better our business is a way to ensure success for all. As our valued RTA and passengers, we recommend these procedures be implemented as protection against a possible dispute. Additionally, you should retain authorization information in a secured locked location for your files.

I, _____ hereby authorize _____
(Name of card holder) *(Name of traveler)*

to charge my credit card (information provided below) in the amount of \$ _____.

Name on Credit Card: _____

Credit Card Number: _____ - _____ - _____

Expiration Date: _____ / _____ Security Code: _____

I, _____ also hereby authorize _____
(Name of card holder) *(RTA's name and travel store)*

to charge the credit card directly with _____
(Name of the travel vendor)

- We currently accept MasterCard, Visa, American Express and Discover.
- This form must be completed in its entirety (do not leave blanks) for every new travel reservation and passenger regardless of age.
- A valid state or governmental issued ID is required when filling out this form.
- Account numbers and signatures on credit cards must be visible and all signatures must match.
- Refusal to sign this form will result in all travel being cancelled, YTB Travel will not be held responsible for any penalties, and it is the responsibility of the passenger to pay all imposed fees.
- Fares ARE NOT guaranteed until issued.

I have read and agreed to all of the above. I also understand that in the event of cancellation, penalties may be assessed.

Card Holder's Signature: _____ Date: _____

I understand the terms and conditions of the authorization and agree to indemnify and hold YTB Travel and its affiliates harmless from and against all liabilities, losses, charges, costs and expenses incurred by YTB Travel and its affiliates as a result of any credit card charge-back received in connection with the aforementioned client. A charge-back is defined as the reversal of any charge made to a passenger's credit card account where such and any reversal thereof was made in connection with the aforementioned travel. This indemnification is only for charge backs received by YTB Travel or its affiliates within one year from the termination of travel.