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CREDIT CARD AUTHORIZATION FORM

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THIS DOCUMENT CAN BE FILLED OUT ELECTRONICALLY BY ENTERING YOUR INFORMATION INTO THE GRAY FIELDS. USE THE TAB BUTTON ON THE KEYBOARD TO MOVE BETWEEN THE FIELDS. ONCE COMPLETE, YOU CAN PRINT AND SELECT SAVE AS PDF TO EMAIL IT AS AN ATTACHMENT TO THE PERSON WHO SENT IT TO YOU.

CREDIT CARD INFORMATION

CREDIT CARD TYPE: ☐ VISA ☐ MasterCard ☐ AMERICAN EXPRESS ☐ DISCOVER NETWORK

CREDIT CARD NUMBER _____

EXPIRATION DATE (MM/YYYY) _____ CVN _____

COMPANY NAME _____

EMAIL_____ PHONE _____

NAME ON CREDIT CARD _____

BILLING ADDRESS_____

CITY _____ STATE _____ ZIP _____

NOTE: INFORMATION ABOVE MUST MATCH YOUR CREDIT CARD STATEMENT OR YOUR TRANSACTIONS MAY BE DECLINED.

CREDIT CARD AUTHORIZATION

BY SUBMITTING THIS **CREDIT CARD** AUTHORIZATION FORM, YOU ARE GIVING EXPRESS PERMISSION TO CJ GRAPHICS TO USE THE ABOVE LISTED **CREDIT CARD** FOR PURCHASE ORDER PREAUTHORIZATION AND FINAL INVOICING. ANY DATA ENTERED IN THE SIGNATURE FIELD BELOW COUNTS AS YOUR LEGAL SIGNATURE.

THIS CARD WILL BE STORED IN OUR SECURE DATABASE AND USED TO PROCESS MY FUTURE PURCHASE ORDERS. I UNDERSTAND THIS WILL AFFORD ME THE FASTEST PROCESSING TIME FOR MY ORDERS.

IT IS OUR COMPANY COMPLIANCE POLICY THAT ONCE AN ORDER HAS BEEN PLACED, THE CUSTOMER IS RESPONSIBLE FOR ALL CHARGES INCURRED. WE UNDERSTAND THAT THERE ARE SITUATIONS THAT MAY ARISE IN THE PROCESS OF YOUR BUSINESS THAT WILL ALTER THE COMPLETION OF A PROJECT. IN THE EVENT THAT A JOB IS CANCELED OR HAS NOT HAD ANY ACTIVITY WITHIN THE LAST 30 DAYS, THE JOB WILL BE CLOSED AND AN INVOICE ISSUED FOR ANY TIME, MATERIALS, AND/OR SET UP. PLEASE KNOW THAT THE ARTWORK WILL REMAIN IN OUR FILES FOR 3 YEARS AND CAN BE REVISITED AT ANY TIME. PLEASE NOTIFY US IF YOU DO NOT WANT YOUR PRODUCTS USED FOR CJ GRAPHICS MARKETING.

ALL PRICING PROVIDED BY CJ GRAPHICS REFLECTS CASH TERMS. A 3.99% SERVICE FEE WILL BE APPLIED TO ALL PAYMENTS MADE WITH A CREDIT CARD.

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POSITION _____ DATE _____

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