



Payment Authorization Form

If you do not have an established A/R account with us, we offer 5 ways to pay for your rental items and services. In all cases, you must provide a valid credit card to cover damages, shortages and items that you may choose to add to your contract. Please indicate your method of payment:

Credit Card Debit Card Check—Must receive 10 business days prior to delivery

Money Order Wire Transfer **** (See Below For Wire Transfer Information)

Today's date: _____

I, _____ (print name) agree to authorize Arena Aztec Shaffer, to charge this credit card as listed below. This authorization provides deposit and/or full payment(s) for rentals or services provided by Arena Aztec Shaffer. *This authorization allows Arena Aztec Shaffer to charge any additional items added to the order after the above date. **** SIGNATURE REQUIRE BY CARD HOLDER ONLY ****

Bill to (name on contract): _____

Event Name: _____

Bid/Reservation/ Contract #: _____

Sales Associate: _____

Invoice Total: _____

*****NOTE: IF YOU ARE PAYING WITHIN A WEEK OF YOUR EVENT THEN THE FULL AMOUNT IS DUE *****

Card Type: VISA MC AMEX DISC

25%Deposit Full Payment Other Amount _____

Credit Card Number: _____

Expiration Date: ____/____/____ CVV2 Code : _____ (three or four digit code)

Credit Card Billing Address: _____

Phone Number: _____

Print Name (as it appears on the card): _____

Additional Comments: _____

Authorized Signature: _____

(*IMPORTANT: GET RECEIPT CONFIRMATION FROM YOUR EVENT SPECIALIST AFTER YOU SEND THIS FORM)

Arena Aztec Shaffer ● 601 W. 6th St. Houston, TX 77007 ● Phone: 713-699-0088

***** PLEASE SEE YOUR SALES REPRESENTATIVE FOR WIRE TRANSFER INFORMATION *****

FAX TO : 713-699-9713