



In order to provide security to our customer, who order by phone, and use a credit card to pay for their purchase, please look over this authorization form. This ensures that you as a card holder have approved the following charges.

**RENTAL DEPARTMENT PRE-PAYMENT FORM**

DATE:		RENTAL:	
COMPANY NAME:		SHIPPING:	
ADDRESS:		INSURANCE:	
CITY / STATE / ZIP:		LABOR:	
AREA CODE / PHONE:		TAX:	
AREA CODE / FAX:		TOTAL:	

**METHOD OF PAYMENT**

<input type="checkbox"/> TRAVELER'S CHECK	<input type="checkbox"/> CASH <input type="checkbox"/> CHECK #	TOTAL:	
<input checked="" type="checkbox"/> CREDIT CARD:	( ) VISA   ( ) M/C   ( ) AMEX	TOTAL:	
NAME ON CARD:			
NUMBER ON CARD:		EXPIRATION DATE:	

I authorize TAI Audio to charge my credit card for services provided today and any future charges associated with this service. If I am charging this for business use, I am still responsible for this charge personally. I understand that orders canceled with less than 24 hrs. notice will be charged a 50% fee. This credit card authorization may be used for any missing or damaged equipment related to a rental.

Agreed: \_\_\_\_\_

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

Print Name: \_\_\_\_\_

Thank you for your cooperation. We appreciate your business.