

# Authorization for Credit Card Use

## One Time Credit Card Payment Authorization Form

Sign and complete this form to authorize The City of Laguna Hills to make a one-time debit to your credit card listed below.

By signing this form you give us permission to charge your account for the amount indicated on or after the indicated date. This is permission for a single transaction only, and does not provide authorization for any additional unrelated charges to your account.

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

**Expiration Date:** \_\_\_\_ / \_\_\_\_

**CVV:** \_\_\_\_\_ (3 digits on MC/ Visa or 4 digits on AMEX located on back of credit card)

**Billing Address** (including zip code): \_\_\_\_\_

\_\_\_\_\_

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**Project No. / Permit No.:** \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

**Amount Authorized to Charge:** \$ \_\_\_\_\_ . \_\_\_\_\_

I authorize **The City of Laguna Hills** to charge the amount listed above to the credit card provided herein. I agree to pay for this purchase in accordance with the issuing bank cardholder agreement.

**Cardholder- Please Sign and Date**

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

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_ / \_\_\_\_ / \_\_\_\_

I authorize the above named business to charge the credit card indicated in this authorization form according to the terms outlined above. This payment is for the amount indicated above only, and is valid for one time use only. I certify that I am an authorized user of this credit card and that I will not dispute the payment with my credit card company; so long as the transaction corresponds to the terms indicated in this form.