

Credit Card Authorisation Form - Travel Agent

Fax from: () _____
Fax to HOL: (03) 9853 9746

ATTN: Accounts Department
Holidays on Location
Level 5, 1 Princess Street
Kew VIC 3101 Australia

Card-Issuing Bank Name _____

CCV Security Number _____

(3 or 4 digit number located on back of card)

Date		Booking ref#	
CC number		Charge amount	
Name on card		Expiry date	
Departure date from Australia		Signature	
CC type <input checked="" type="checkbox"/>	<input type="checkbox"/> AMEX <input type="checkbox"/> DINERS <input type="checkbox"/> MASTERCARD <input type="checkbox"/> VISA		
Card charges	STANDARD CARDS: Mastercard / Visa: 1% Brochure products STANDARD CARDS: Mastercard / Visa: 2% Other products PREMIUM CARDS: Mastercard / Visa: 3.3% on ALL products Amex / Diners: 3.3% on all charges		
Card Issuing Bank (if applicable)			

AMEX and Diners Card

Payments made by AMEX and Diners Club cards need to be received at least 4 weeks prior to document issue. This is due to lengthy settling times by these financial institutions.

Standard or Premium Card?

Visa and Mastercard have increased the interchange and scheme fees for international and other credit card types. Standard Cards are considered to be the regular non-premium cards issued to you personally by the bank or other financial institution. Premium Cards are all Corporate Cards, Platinum Cards, non-Australian issued cards, and all other commercial cards. Check with us if you are not sure of the card type and the fees associated with its use.

Agency Credit Card Authorisation (to be completed by the Travel Agent)

I hereby certify that I am holding the signature of the credit card holder:

Name: _____ on file and that I have been given authorisation by the card holder to charge travel arrangements organised by Holidays on Location to the credit card number entered on the above credit card charge form. The authorisation from the card holder was received **verbally/in writing** (strike out whichever does not apply).

I fully accept responsibility and will reimburse Holidays on Location the amount shown above on the above credit card charge form in the event that the billing is rejected.

Signature: _____

Full name: _____

Agency Name: _____



Holidays on Location

Level 5, 1 Princess Street,
Kew 3101 Victoria, Australia
Tel: 61 3 9851 8747
Fax: 61 3 9853 9746
travel@holidaysonlocation.com
www.holidaysonlocation.com
ABN 52 005 586 12
T/A Licence No. 30186