

**West End Central**

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**From: Central Westend Apartments – Reservations**

Please return via email or fax at least 24 hours prior to guest arrival to ensure guest is not charge direct for the account.

**Subject: Third Party Credit Card Authority**

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This is to confirm booking for:

ARRIVING:  
DEPARTING:  
RESERVATION #

I hereby authorise charges for the above named guest to the following credit card for the following services:

- |                                      |   |
|--------------------------------------|---|
| <input type="checkbox"/> ALL CHARGES | <input type="checkbox"/> ROOM & BREAKFAST     |
| <input type="checkbox"/> ROOM ONLY   | <input type="checkbox"/> LAUNDRY/DRY CLEANING |
| <input type="checkbox"/> ALL MEALS   | <input type="checkbox"/> PHONE/INTERNET       |
| <input type="checkbox"/> BREAKFAST   | <input type="checkbox"/> MINIBAR              |

**\*\*Please note that there is a 1.5% surcharge on Visa & Mastercard AND 3% surcharge on Amex and Diners transactions which will be added to the account upon payment \*\***

Card Type (please select): Amex / Diners / Mastercard / Visa

Credit Card # ..... Exp. Date .....

Signature as appears on Credit Card.....

Name as appears on Credit Card:.....

PLEASE PHOTOCOPY BOTH SIDES OF CREDIT CARD AND RETURN WITH THIS FORM VIA EMAIL OR FAX