



Credit Card Authorization Form

In order for Valencia Lumber, Inc. to charge your credit card, we need the following information filled out by the cardholder. The completed form must be on file before any credit card orders can be processed.

fax 818-647-6607 or e-mail ccfax@valencialumber.com.

**A 3% surcharge will be added to all credit card payments. *
Invoices paid by credit card are not eligible for discount**

Credit Card Information			
Card Type:	<input type="checkbox"/> MasterCard	<input type="checkbox"/> VISA	<input type="checkbox"/> Discover <input type="checkbox"/> AMEX
Company Name _____			
Cardholder Name (as shown on card): _____			
Card Number: _____			
Expiration Date (mm/yy): _____ CVV Code (Visa/MC 3 digits on back. Amex 4 dig on front) _____			
Cardholder Address (CC FULL address- street, city, zip): _____ _____			
Cardholders E-Mail Address _____			
Cardholders Phone _____			
I am purchasing from VLC <input type="checkbox"/> My contractor is using my card to purchase from VLC <input type="checkbox"/>			

I authorize Valencia Lumber, Inc. to charge my credit card.

This card will be retained by Valencia Lumber for further use as directed by the cardholder. If you would like the card removed from your account, please e-mail this request to ccfax@valencialumber.com.

_____ Date

Customer Signature

Please send completed form to our Credit Department by fax **818-647-6607** or e-mail **ccfax@valencialumber.com**. **Include image of the Front and Back of the Credit Card and the Cardholder's ID.**

Please complete all fields. You may cancel this authorization at any time by contacting our Credit Department. This authorization will remain in effect until cancelled. All information provided will remain confidential. This authorization is for Valencia Lumber Inc, only and will not be released to any person or outside organization.

This document may be executed and transmitted to Valencia Lumber, Inc. by facsimile machine or by electronic methods and the facsimile so transmitted to VALENCIA LUMBER, INC. shall be deemed an original and shall be binding upon the undersigned upon its receipt by VALENCIA LUMBER, INC.