



## AUTHORITY TO CHARGE CREDIT CARD AUTHORISATION FORM

I, \_\_\_\_\_ hereby authorise **Naumi Hotels Wellington** to debit my Credit Card for.

### GUEST DETAILS:

NAME:

DATES OF STAY:

BOOKING REFERENCE:

AUTHORISED CHARGES:

EMAIL ADDRESS TO SEND FINAL INVOICE:

Due to Hotel Policy we require a credit card on check in to guarantee extra's outside of the authorised charges. Please indicate below to authorise **Naumi Hotels Wellington** to use the below credit card. to use the below credit card.

- Yes, I do authorise my credit card to be used as a guarantee & incidentals (ALL CHARGES)
- No, I do not authorise my credit card to be used as a guarantee and incidentals outside of authorised charges stated above. Please collect the guest credit card on check-in

### CREDIT CARD DETAILS:

NAME ON CARD:

CARD NUMBER:

EXPIRY DATE:

CARD SECURITY CODE  
(3 digit code on reverse of credit card )

TYPE OF CARD:

VISA / AMERICAN EXPRESS / MASTER CARD / JCB

PLEASE SCAN/EMAIL THIS COMPLETED FORM WITH A COPY OF BOTH SIDES OF THE CREDIT CARD TO THE HOTEL PRIOR TO ARRIVAL. EMAIL [stay.nhw@naumihotels.com](mailto:stay.nhw@naumihotels.com) PLEASE NOTE ALL PAYMENTS BY CREDIT CARD WILL INCUR A 2.5% SURCHARGE APPLIED TO THE AUTHORISED CHARGES.

CARD HOLDER SIGNATURE: