



HeartLight Event Center Credit Card Authorization Form

PLEASE COMPLETE AND RETURN THIS AUTHORIZATION FORM.
All information will remain confidential. This form is part of the rental agreement.

EVENT NAME: _____ DATE OF EVENT: _____

Name of Party/ies: _____

Cardholder Name: _____

Billing Address: _____

Credit Card Type: _____ Visa _____ MasterCard _____ Discover _____ AmerExp

Credit Card Number: _____

Expiration Date: _____ CVC Code: _____

Deposit Amount to Charge: _____ (USD)

INITIAL HERE to authorize HeartLight Center to charge the above credit card for Balance Due 30 Days prior to Event Date indicated above.

INITIAL HERE to authorize HeartLight Center to charge the above credit card for any of the following that apply to the rental: (No initial requires a \$200 cash security deposit)

- A) Cleaning Fee: Up to \$50 if Center not left in same condition as rented
- B) Damage to Center: Up to \$200 (Over \$200 client will be notified)
- C) Time Overage fees: \$75 per 15 Minutes over scheduled end time

Cardholder - Print Name, Sign and Date Below:

Signed: _____

Name: _____

Dated: _____

Notes:

Deposit Charged: _____

Balance Due Charge Date: _____

To Use **Paypal**: Send Payment to
Info@HeartLightCharlotte.org

To use **CashApp**: Send Payment to
\$HEARTLIGHTEVENTS

The information on this form will
be kept secure and shredded
after the event.

HeartLight Wedding & Event Center
7300 Mallard Creek Road, Charlotte, NC 28262
704-669-7300
weddingsandeventsclt@gmail.com