

For your convenience, establish a City Ledger House Account with Tillinger's Concierge, Inc. In order to expedite your service requests for purchases you make (i.e. tickets, accommodations, catering, transportation, gifts, etc.), please fill out this authorization and return to your Concierge or fax/mail to address above.

NOTE: Your card will not be charged and is only used to establish an account for authorized purchases. For most purchases of goods and/or services rendered, you will receive an invoice for charges. If you would like to use the card on record for purchases, rather than receiving invoices, see "Pay by Credit Card" terms below.

ACCOUNT HOLDER (please print clearly)

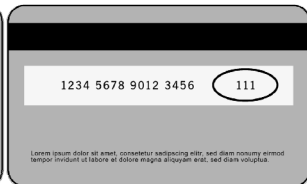
Full Name		
Company		
Billing Address (must match address on file with credit card provider)		
City	State	Zip
Daytime Phone		Fax
Email		<input type="checkbox"/> Check if you prefer to have invoices sent by email instead of regular mail.

ADDITIONAL AUTHORIZED USERS

Full Name	Title	Phone	Email
Full Name	Title	Phone	Email



AMERICAN EXPRESS



VISA/MASTERCARD

FOR YOUR SECURITY

Occasionally, vendors/suppliers require the use of the credit card Security ID Number (CID/CVV) for additional verification. The Security ID Number is a numeric code printed on your card. This number provides additional cardholder security from unauthorized purchases and/or potential fraudulent use.

On Visa and Mastercard, the three (3) digit code is located on the back signature panel. The American Express four (4) digit code is located on the front of the card. (See diagram to left.)

Card Type <input type="checkbox"/> American Express <input type="checkbox"/> Visa <input type="checkbox"/> Mastercard	Card Number	
Name as it appears on Card	Expiration	Security ID Number

By providing your credit card information, you additionally authorize Tillinger's Concierge, Inc. to provide your credit card number and personal information with vendors/suppliers, when necessary, to purchase goods and/or services on your behalf. House Account fees and terms, details below, do not apply to purchases where charges are placed directly on your card.

Signature	Printed Name	Date
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PAY BY CREDIT CARD

Should you prefer to pay invoices using the credit card on file, rather than receiving invoices for purchases, please check the box below. A 5% convenience fee will be assessed for this service. To avoid this fee, simply pay your invoices by check within 10 days of receipt.

 Pay invoices by Credit Card