



CREDIT CARD AUTHORISATION FORM

Please email completed form to your designated event/group coordinator

EVENT/GROUP INFORMATION

Event/Group Name: _____

Hotel Agreement #: _____

Hotel Name	Hilton Darwin – 32 Mitchell St, Darwin, NT
place an 'X' next to the applicable hotel	DoubleTree by Hilton Darwin – 122 Esplanade, Darwin, NT
	DoubleTree by Hilton Esplanade Darwin- 116 Esplanade, Darwin, NT
	DoubleTree by Hilton Alice Springs-82 Barrett Drive, Alice Springs, NT

place an 'X' to indicate preference

<input type="checkbox"/>	<i>PAYMENT to be made by credit card</i>	<input type="checkbox"/>	<i>Use credit card as GUARANTEE ONLY</i>
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CARDHOLDER

Please complete the following section and sign/date below:

Cardholder Name
as it appears on card: _____

Credit Card Number: _____ Expiry: _____ / _____

Credit Card Type: VISA / MASTERCARD / AMEX / DINERS Telephone: _____

Email Address _____

INDIVIDUAL ACCOMMODATION (if applicable)

I authorize for the below charges to be charged back to the event master account

Guest Name	Confirmation #	Check In Date	Check Out Date	Specify charges covered <i>e.g. accommodation, breakfast, meals, internet, ALL charges</i>

By signing below, you authorise the hotel to charge your credit card for ALL event related charges including any room account charges as indicated above. You further acknowledge that if 'all charges' has been selected, then all charges from the applicable guests account will be charged to the above card number at the time of check-out or event conclusion.

Cardholder Signature: _____

Date: _____

Credit Card payments relating to Australian hotels incur a merchant service fee of 1.5% in addition to the total amount payable.