

CORPORATE SERVICES GROUP, LLC

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CREDIT CARD CHECKLIST

ENTITY NAME:

CARDHOLDER NAME:

VISA

MASTER CARD

(CHECK ONE)

CUSTOMER'S

CREDIT CARD NO.:

VCODE:

(3-DIGIT NUMBER FOUND ON THE FAR RIGHT OF THE BACKSIDE OF VISA, MASTERCARD)

EXPIRATION DATE:

MONTH:

YEAR:

AMOUNT: \$

CARDHOLDER'S BILLING ADDRESS:

CITY:

STATE:

ZIP CODE:

CARDHOLDER'S TELEPHONE NO.:

EMAIL ADDRESS:

CARDHOLDER'S SIGNATURE: _____

(NOTE: Do not write below this line.)

DATE:

REFERENCE NO.:

APPROVAL NO.:

EMPLOYEE INITIALS:

RE:

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