



For Office Use Only:
Account # _____

CREDIT CARD AUTHORIZATION FORM

Please check one: American Express Visa MasterCard Discover

Credit Card Number _____/_____
Expiration Date

(Most Credit cards have a 3-digit number printed at the top of the signature strip on the reverse side of the card. Others, like American Express cards for example, have a 4-digit number printed on the front of the card, above the account number.)

CCV Number

Cardholder's Name (as it appears on card)

Company Name

Billing address for credit card

City State Zip Code

Contact Phone Number

Contact Cell Phone Number

Contact Email Address

THE FOLLOWING MUST BE COMPLETED BY THE CARDHOLDER FOR THE CREDIT CARD INDICATED ABOVE & SIGNED BY THE AUTHORIZED USER ONLY:

I, _____ **AUTHORIZE FAST TRANSPORTATION SERVICES TO PROCESS THE CREDIT CARD LISTED ABOVE AS "SIGNATURE ON FILE" FOR GROUND TRANSPORTATION SERVICES.**

Signature of Card Holder: _____ Date: _____

A COPY OF BOTH SIDES OF THE SIGNED CREDIT CARD AND ID MUST BE SUBMITTED WITH THIS FORM, EMAIL TO info@ftside.com OR FAX TO 703-649-6007

CANCELLATION POLICY

Cancellations are accepted by phone only. Fast Transportation Services requires that all cancellations for a Sedan or SUV must be received no less than 2 hours prior to scheduled pick up time, and for Vans and Buses must be received no less than 48 hours. If you have not contacted FTS within the cancellation frame, you will be charged the full fare including gratuity.

CHANGE POLICY

Fast Transportation Services requires that all changes be received by phone at least 2 hours prior to pickup. If a change cannot be accommodated and results in a cancellation you will be charged full fare including gratuity for the trip. Changes cannot be made with our Chauffeurs. All changes MUST be made with a Customer Service Representative by calling 888-508-9996.