



LOTTE NEW YORK PALACE

CREDIT CARD AUTHORIZATION FORM

ATTENTION: Meeting and Events

FAX NUMBER: 212 303 8534

I, _____ authorize LOTTE, New York Palace to post charges as
(Credit cardholder's name)

agreed upon and incurred for confirmation number _____, under the guest name

_____, which is schedule between _____ to _____
(Arrival date) (Departure date)

be charged to credit card number: _____ Exp. _____.

Charges to be posted to the credit card:

_____ **Room & Tax** **Other** _____

_____ **Incidentals Only**

All Charges (Room, Tax & All Incidentals)

_____ **Prepayment Room and Tax**

Credit Card Holders Name, Billing and e-Mail Address:

A COPY OF A VALID PHOTO ID MUST ACCOMPANY THIS FORM FOR PROPER PROCESSING

Name: _____

Address: _____

City, State, Zip: _____

Phone Number: _____

e-Mail Address: _____

Credit Card Issuing Bank Phone Number: _____

(Visa, MC, Diners, Discover, JCB, Amex)

Cardholder Signature of Authorization: _____

Date: _____