

THE DVG GROUP Donna Veatch

Making things happen for more than fifteen years.

Credit Card Payment Form

Please Read Instructions before Completing this Form

Instructions for completing the credit card payment form:

- Please print and completely fill out the following form, including the payment amount to be charged to your credit card, to ensure timely processing.
- Address information is required for credit card payment as a means of verification. Failure to complete the address information, including zip/postal code, may result in the payment not being accepted by your credit card institution. Credit card and address information is confidential.
- Remember to sign the form. The Donna Veatch Group, LLC (DVG) cannot process credit card payments without an authorized signature.
- **Fax the completed form to: 816-537-7802**

Credit Card Type: Visa MasterCard

Credit Card Account #: _____

Credit Card Expiration Date: _____ / _____ / _____ 3 Digit Security Code: _____

Name as it Appears on Credit Card: _____

Payment Amount: \$ _____

Cardmember Signature: _____ Date: _____ / _____ / _____

Cardmember agrees to pay total in accordance with agreement governing use of such card.

Credit Card Billing Address

Street Address: _____

City: _____ State: _____ Zip Code: _____

Phone: _____

Description of Request and Payment Information

Name of Event: _____ Date of Event: _____

Attach page(s) as necessary for additional names

Attendee Name: (First & Last)	Reg. Fee:	Attendee Name (First & Last)	Reg. Fee:

Refund Policy: Please refer to the event cancellation/refund policy that applies to this transaction. Refund of a fee paid by credit card will be issued as a credit to the credit card account to which the fee was charged.

Specializing in Association Management and Conference/Event Logistics