

Authorization Form



Email completed form to...

For EQUIPMENT rentals, including Sprinter: rentals@albuquerqueequipmentrentals.com

For STUDIO rentals: info@albumstudiorentals.com

Please complete and return this form prior to your rental. **We cannot release** a rental without this form completed AND a preauthorized deposit processed on the card. Note that the name of the card holder and the person signing the rental contract must be the same person, unless you specify another to sign on your behalf. See below.**

CONTACT INFORMATION; this is the billing address of the cardholder.

Full Name: _____

Billing Address: _____

City: _____ Province/State: _____ Postal Code/Zip Code: _____

Phone Number: _____ Email Address: _____

CREDIT CARD INFORMATION; see consent note below. No prepaid cards accepted.

Card Type (circle one): **Visa** **MasterCard** **Amex**

Full name on card: _____

Credit Card Number: _____ CSC code: _____

Credit Card Expiry: _____ **Keep on file for future use (please circle): Yes No**

Additional ID Requirements: in order to verify signature, please provide a clean 200% scan or photocopy of FRONT AND BACK of your Government-issued photo ID with signature, such as driver's license or passport.

CONSENT TO PROCESS TRANSACTIONS AND/OR ACCEPT CONTRACT

By signing and submitting this form you are authorizing Album Studio Rentals Inc. to process a preauthorized hold on your credit card for the amount agreed to when you made your reservation. You further acknowledge that we will hold this preauthorization until all goods are returned and inspected. Charges for rentals, (studio, equipment, Sprinter), late fees (if any), loss and/or damage (if any) will be charged to this credit card. In accordance with our terms and conditions, we do not release this preauthorization until a thorough inspection and testing of returned equipment is completed.

I agree to the use of this card as outlined above: (sign) _____

Print Name: _____ Date: _____

** I authorize: _____ to sign the rental contract on my behalf, but agree to be bound by the complete terms and conditions of the contract.

Please select ONE or BOTH of the following authorizations

- Use this form for Pre-authorized HOLD and final payment.
- Use the signature on this form to authorize Rental Contract No. _____. I hereby accept the terms and conditions therein. Leave blank for BLANKET use.