

**Credit Card Authorization Form for Tour Reservations**

*Add 4% credit card processing fee. Check cards and debit cards not accepted.*

Booking # \_\_\_\_\_ Reservation Agent: \_\_\_\_\_

I, the undersigned (print name) \_\_\_\_\_  
 authorize PALACE TRAVEL, INC to charge my credit card as follows for my and/or my  
 companion's scheduled trip.

**CREDIT CARD (CHECK ONE):**  MASTERCARD  VISA  AMEX  DISCOVER

Card # \_\_\_\_\_ Expiration: \_\_\_\_\_ Cvv2 \_\_\_\_\_

Amount: \$ \_\_\_\_\_ Trip Starts: \_\_\_\_\_ Trip Ends: \_\_\_\_\_

Billing Address: \_\_\_\_\_  
 (Must match cardholder billing information)

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**Cancellation Information**

<b>Time prior to departure</b>	<b>Cancellation fee:</b>
60 or more days	\$375 or 50% of deposit, whichever is higher*
59-36 days	\$475 or 50% of tour cost, whichever is higher*
35-16 days	\$750 or 75% of tour cost, whichever is higher*
Less than 16 days	100% of tour cost*

\* Plus charges of third parties.

<b>I have read, fully understand and agree with the Cancellation Terms listed above.</b>	
<b>Cardholder</b>	<b>Travel Agent</b>
Date: _____	Date: _____
Print Name: _____	Agency: _____
Signature: _____	Agent: _____
Tel(Day): _____	Agency Tel: _____
Tel (Evening): _____	Agent Sign: _____
Insurance: <u>I/we decline (initial)</u> _____	IATA/CLIA #: _____

\* Please see complete terms & conditions at [www.palacetravel.com/terms](http://www.palacetravel.com/terms). Copy of credit card and identification required.