



Cypress Lakes Resort  
 Cnr McDonalds and  
 Pokolbin NSW 2320  
 Phone:+61 2 4993 1555  
 Fax:+61 2 4993 1599  
 1300 886 091

### THIRD PARTY AUTHORISATION FORM

Thank you for choosing to book with Cypress Lakes Resort

Please complete the following details, attach photocopies of the credit card (front and back) and your drivers licence and fax/email through to Cypress Lakes Resort

**Please note: All credit card payments incur a service fee of 1.5%.**

Name  Phone

Address

Email

I ....., being the holder of the credit card below, authorise Cypress Lakes Resort to process charges to this credit card for the following.

#### GUEST DETAILS

	Booking Name	Confirmation No.	Arrival Date	Departure Date
1)	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2)	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
3)	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

#### CHARGE DETAILS: Please select (X) where applicable

Upon arrival all guests are required to provide a credit card for pre-authorisation in the amount of \$75 as a security bond and to cover any incidental expenses incurred during their stay. If the guest is unable to provide this please select "All Charges" to authorise the pre-authorisation to your credit card and allow for check in. Please note, we do not accept cash as payment for the security bond.

Accommodation only  Accommodation + Breakfast  All charges

Other  (please specify)

#### CREDIT CARD DETAILS

Visa  MasterCard  Diners  American Express

Name on card: \_\_\_\_\_ Expiry Date

.....Signature.....Date.....