**CREDIT CARD AUTHORIZATION FORM**

Individual / Business / Group or Event Name:Reservation Conﬁrmation Number:

Arrival or Event Date(s):Credit Card Billing Address:City / State / Zip / Country:Phone Number: Email Address:

*I hereby authorize the following charges to be applied to the following credit card.*

*Check all that apply:*

☐ Room & Tax ☐ Only Specific Incidentals ☐ Gift Certificate ☐ All Stay Charges  
☐ Food & Beverage ☐ All Banquet Charges ☐ Guest Amenity ☐ Other - see comments  
☐ All Incidentals ☐ Resort Services Fee ☐ Parking  
  
*I hereby authorize the following amount be applied to the credit card  
(applicable sales tax and service charges may apply):*Comments:  
  
The credit card listed below may be billed for the estimated charges Ten (10) days prior to event/reservation date.

Credit Card Number: Name on Card:  
Expiration Date: Cardholder Phone #:  
Signature of Card Holder: Current Date:  
  
☐ By submitting this form and any supporting documents, I confirm that I have read and agreed to the use of the   
 personal information I am giving you in accordance with your Global Privacy Policy for Guests, which is available at  
 privacy [theshorejeju.com](http://theshorejeju.com)

Please fax this completed form to Fax#:

Seoul Office (Sales & Marketing) +82 2 794 9906

Please transmit this form at least 72 hours prior to your planned arrival in order to ensure your request is processed.

For a list of all hotels and their contact information, please visit: theshorejeju.com

All information is kept confidential and used only for the purposes as noted above.