



## Credit Card Authorization Form

Send to: CMEA, PO BOX 44489, Denver, CO 80201

or

email to [office@cmeaonline.org](mailto:office@cmeaonline.org)

**FORMS ARE NOT ACCEPTED BY FAX!!**

Payments are accepted by VISA, Master Card, or Discover Card only, enter complete information on lines below for total orders/amounts of \$25.00 or more:

Name as it appears on the Credit Card:

\_\_\_\_\_

Credit Card Number 4-digits per line (VISA, Master Card, or Discover Card):

\_\_\_\_\_

expiration date \_\_\_\_\_

Credit Card v-code on back of card \_\_\_\_\_

Credit Card Billing Address \_\_\_\_\_

Credit Card Billing Zip Code \_\_\_\_\_

Phone number \_\_\_\_\_

Email \_\_\_\_\_

What CMEA related event/service is this charge applying to? \_\_\_\_\_

What is the total amount of the charge you are authorizing? \_\_\_\_\_

Signature of authorized cardholder: \_\_\_\_\_

*Once your credit card is processed the Colorado Music Educators Association will attach a copy of your credit card receipt on the original paperwork and this Credit Card Authorization form will be immediately shredded. The Colorado Music Educators Association policy does not allow us to keep credit card numbers on file.*

***Cancellation refunds paid by credit card will be deducted  
20% due to processing fees.***