



Store #

Phone #

Fax #

To Our Valued Customers:

To better serve you, Moore Supply Company offers the convenience of paying for purchases and / or invoice(s) with your Visa, MasterCard, American Express or Discover. If you would like to use a charge card, we need the following information in order to properly complete your transaction(s). Please complete the sections listed below and fax the completed form to our office at the number listed above.

Sincerely,
Moore Supply Co

One-time authorization

Company Name: _____ Acct # _____

I authorize this company to charge my Visa MasterCard Amex Discover

for \$ _____ on this day _____ (date)

Card number: _____ Expiration date: _____

Name on Charge card / Credit card: _____

Billing address on credit card: _____

Phone Number: _____ Fax Number: _____

Person Authorizing Charge [Please Print Name]: _____

Signature of Authorization: _____

[Note: The Signer must be the Cardholder or authorized signer on card.]

Invoice #, order #, or payment info: _____

** If you are prepaying a purchase, the total amount charged includes product, tax and shipping charges unless your purchase is shipped freight collect.*

Ongoing authorization

Company Name: _____ Acct # _____

I authorize this company to charge my Visa MasterCard Amex Discover on an ongoing basis for my purchases/statements/invoices amounts.

Card number: _____ Expiration date: _____

Name on Charge Card / Credit card: _____

Billing address on Credit Card: _____

Phone Number: _____ Fax Number: _____

The following individuals are authorized to use my credit card:

In the event of a dispute, I agree to contact Moore Supply Company to try to resolve the dispute prior to contacting my credit card company.

Person Authorizing Charge [Please Print Name]: _____

Signature of Authorization: _____