

# SHERMAN'S

## *Credit Card Phone Authorization*

Phone authorizations are only acceptable to pay for add-on's, changes or balances on an existing sale starting in a store with money down. Any other use requires management approval.

Customer Name: \_\_\_\_\_ PC# \_\_\_\_\_

Cust ID: \_\_\_\_\_ Sale # \_\_\_\_\_

Name on Card: \_\_\_\_\_

Billing Address: \_\_\_\_\_

\_\_\_\_\_

Card Type (circle one)      Visa      MC      Discover      American Express

Card # \_\_\_\_\_

Exp Date: \_\_\_\_\_ CCV # \_\_\_\_\_

(circle one)      PAYMENT      REFUND      Amount: \$ \_\_\_\_\_

Verify the card is same as original payment
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Reason for Phone Authorization: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Verified that person on the phone is cardholder:      YES      NO

Date of Phone Call: \_\_\_\_\_ Time: \_\_\_\_\_

Proccesed by: \_\_\_\_\_ Manager Approval: \_\_\_\_\_