

## PRE-PAYMENT REQUEST FORM

In order to process your custom imprinted order, we require a deposit .  
Please complete the following and email or fax it back at your earliest  
convenience.

Your order is on hold until deposit is received.

**OPTION #1** - Will mail a check to you on date \_\_\_\_\_ please hold our order  
until check has cleared.

**OPTION #2** - I/We authorize Pro-Motion Notions to charge my/our:

Credit Card Type \_\_\_\_\_ Account # \_\_\_\_\_

Verification # (last 3 or 4 digits on Signature Strip): \_\_\_\_\_  
Card Expiration Date: \_\_\_\_\_

Cardholder's Name: \_\_\_\_\_  
Cardholders Address the Credit card statement mails to: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Your Company Name: \_\_\_\_\_

### STATEMENT OF AUTHORIZATION

The purpose of this statement is to authorize Pro-Motion Notions (the "Merchant") to process credit card transactions from the above stated applicant. These transactions will be processed via our web service at the merchant's location of business operation. By signing this document I/we am/are accepting responsibility for these transactions to ensure full and proper payment to merchant.

Print Name \_\_\_\_\_ Authorized Signature \_\_\_\_\_ Date \_\_\_\_\_

**Pro-Motion Notions 941-952-1119 Fax back to 941-952-9872**  
**Mail check to: 3739 South Tuttle Avenue Sarasota, FL 34239**