

THIRD PARTY AUTHORIZATION & WAIVER FORM

1. This form can be used to authorize a third party, such as a family member or employee or athletic guest to use your Credit Card to pay for their stay at Superior Stay Hotel. Please fill out this form completely, sign it and email it to us, along with a clear photo of your driver's license and credit card (both sides).
2. Please email a completed copy of the form to us before your Guest arrives at the Hotel. We cannot check in a Guest using your Credit Card, without a completed copy of this authorization form and a copy of your driver's license and credit card.
3. If items are not received before check-in, guests will be required to provide another method of payment until an authorization can be obtained by you or the company.
4. You can also complete this form online at www.SuperiorStayHotel.com/ccform

If the guest is under 21 years of age, The undersigned guarantor/parent/guardian assumes full and sole financial responsibility for the hotel room(s) rented and any incidental charges and/or other charges or damages incurred by Guest while staying at the Superior Stay Hotel. Guests understand that smoking and alcohol is not permitted in the rooms.

Date: _____

Confirmation # _____
(If Available)

I, _____ authorize the Superior Stay Hotel to
Cardholder's Name

Charge my credit card listed below, all charges incurred for the stay of

_____/_____/_____
(Guest Name) (Guest Cell Phone) (Guest Email)

_____/_____/_____/_____
(Arrival Date) (Departure Date) (Total # of Nights) (Total # of Rooms)

Credit Card #: _____ Exp: _____

CID #: _____ (3 digits on the back of your credit card or 4 digits for American Express in front)

Name as it appears on the Credit Card: _____

Company Name if it applies: _____

Card Billing Address: _____

Card Billing Postal Code: _____

Cell Number of Cardholder: _____

Secondary Telephone of Cardholder: _____

E-mail: _____

Signature of Cardholder: X _____

By typing your full name here, you are signing this document electronically

If you have any questions or concerns Email us at GuestServices@SuperiorStayHotel.com or
Call us on (906) 273-1800