

Credit Card Authorization Form



Hilton Minneapolis-St. Paul Airport / Mall of America

3800 American Blvd East
Bloomington, MN. 55425
952-854-2100

Fax Completed Form To:

952-854-1039 (Reservation Office Fax)

***** The Reservation office is a secure office. ONLY Reservation staff will see this information!**

The purpose of this form is for you to give authorization to the Hilton MSP Airport to charge your credit card for items in conjunction with your event or stay. Please complete the form and specify what charges shall be applied to this card. If this form is not complete or is illegible, it will not be processed and another form of payment will need to be given before the event or stay.

1) Group Name or Individual's Name: _____

2) Confirmation Number: _____

3) Date of event or arrival date: _____

4) Credit Card holder's name: _____

5) CC Holder's Billing Address: _____

6) Card Holder's signature: _____

7) Card Number: _____

8) Card Expiration Date: _____

***** A copy of the credit card, front and back, must be submitted with this form.**

9) Name of person completing this form (proof required) _____

***** A copy of identification must be submitted with this form (proof of identity)**

***** We are aware of your concerns about identity theft. If you wish, you may "black" out drivers license #, social security # etc. We simply need to establish proof of identity of the person filling out this form.**

Please select all charges that you wish to authorize on your credit card:

_____ Guest Room & Tax ONLY

_____ Guest Room & Tax and Incidental charges

_____ Banquet Charges (Including AV, Food/Beverage, and Meeting Room charges)

_____ Guarantee ONLY. Another form of payment will be offered to settle the bill upon departure.

***** The Hilton MSP does reserve the right to charge this card if another form of payment is not given upon departure.**

_____ Other (please detail) _____

*****Cancellation and Attrition charges, if applicable, will also be charged to the credit card unless another form of payment is arranged.**

***** Remember to return copies of the front & back of the credit card !!!**

Please call our Reservation Department if you have any questions. 952-854-2100 ext. 7127