

# UMassAmherst

## Residence Hall Credit Card Authorization Form

**Name of Event:** Jazz in July  
**Date of Event:** July 7 – 19, 2024  
**Lodging Type:** Traditional – Central Residential Area  
**Return by:** June 21, 2024

**Participant Name:** \_\_\_\_\_

I, \_\_\_\_\_, authorize UMass Conference Services to charge  
(Cardholder name)

my \_\_\_\_\_ card, \_\_\_\_\_, with  
(Visa/Mastercard/Amex/Discover) (card number)

expiration date \_\_\_\_\_, in the event of any residence hall damages, unreturned  
(Month/Year)

room key(s) and/or unreturned access card(s). I understand that \$100.00 will be charged for each lost/damaged key and \$25.00 will be charged for each lost/damaged access card. The billing address for this card is \_\_\_\_\_.  
(street address, city, state, zip)

The 3-digit security code on the back of the card (or on the front of the card for American Express) is: \_\_\_\_\_.

\_\_\_\_\_  
Signature of Card Holder

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date

This form may be returned by mail, or you can call UMass Conference Services to complete it by phone. Do not return this form by email.

Phone: 413-577-8102  
Mail: Conference Services/25051, 819 Campus Center, 1 Campus Center Way,  
University of Massachusetts, Amherst MA 01003