

**FM – AC01 LETTER OF AUTHORITY TO CHARGE A CREDIT CARD**



Review Date: April 2019

**COMPLETE ALL SECTIONS CONFIDENTIAL WHEN COMPLETED**

**To:** VETASSESS

**Date:** / /

I, \_\_\_\_\_ authorise VETASSESS to charge my credit card with \$AUD \_\_\_\_\_, as payment for the processing of assessment type

(please tick):  Qualification  Trade  Competency

Other \_\_\_\_\_ File Number (if known) \_\_\_\_\_

Card holder's phone number \_\_\_\_\_

Applicant's Name \_\_\_\_\_

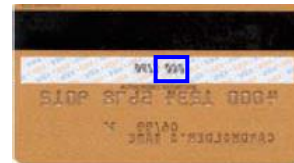
Address \_\_\_\_\_

**Credit Card Details:**

- Card Type (*tick box*):    
- Card Number: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

• Card Expiry Date: \_\_\_\_ / \_\_\_\_ (Eg.mm/yy)

• Card Validation Code: \_\_\_\_\_  
(The last 3 digits of the number printed on the signature panel).



- Name of Cardholder: \_\_\_\_\_
- Signature of Cardholder: \_\_\_\_\_

**Authorisations missing: none of the above information will be processed.**

**PLEASE NOTE:**

- Credit Card payments over AUD\$1,000.00 will incur a 1% Surcharge
- VETASSESS does not accept AMERICAN EXPRESS or DINERS CLUB credit cards.
- DEBIT CARDS (Savings Accounts) can only be processed in person, as a PIN (Personal Identification Number) is required. Do not send DEBIT CARD details.

**Office Use only:** Surcharge Amount: \$ \_\_\_\_\_.

**Send To:** VETASSESS Tel +61 3 9655 4801  
Level 5/478 Albert St Fax +61 3 9654 3385  
East Melbourne, VIC 3002 Australia

