



The Pen Rules
 Reactive Imaging
 5029 W 58th Pl
 Los Angeles, CA 90056
 Tel: 323-299-9912
 Fax: 323-299-9412

CREDIT CARD PAYMENT FORM

*****All information must be provided and faxed to (323) 299-9412 for processing *****

CREDIT CARD INFORMATION			
Customer Company Name:			
Credit Card Type: <input type="checkbox"/> Visa <input type="checkbox"/> Master Card <input type="checkbox"/> American Express			
Credit Card Number:			Expiration Date:
Name as it appears on Credit Card:			CVC2 Code:
Payment Amount (US Dollars):			
Signature:		Date:	
CREDIT CARD BILLING ADDRESS			
Street Address:			
City:			
State:	Zip/Postal Code:	Country:	
Phone Number:		Fax Number:	
SHIPPING INFORMATION			
(Customer will be charged for freight if shipping information is not provided)			
Ship To:		Shipping Carrier: <input type="checkbox"/> FedEx <input type="checkbox"/> UPS <input type="checkbox"/> Airborne <input type="checkbox"/> Other	
		Account Number:	
		Type of Service: (Please select one) <input type="checkbox"/> Next Day Priority	
		<input type="checkbox"/> Next Day Standard <input type="checkbox"/> 2 nd Day <input type="checkbox"/> Ground	
Phone Number:		<input type="checkbox"/> Other _____	
PAYMENT INFORMATION			
Purchase Order (If Applicable):			Req. Delivery Date:
Qty	Part Number / Description	Unit Price	Extended Price
* NOTE: Sales tax will be added if applicable.			Sub-Total:
			Estimated Freight:
			Total:
*** For Office Use Only ***			
<input type="checkbox"/> Approved Approval Code _____			
<input type="checkbox"/> Declined			

Instructions for Completing the Credit Card Payment

Credit Card Information

- Fill in all credit card information including the payment amount to be charged to your credit card. Form must be signed and dated by the cardholder for validation. THE PEN RULES Reactive Imaging cannot process credit card payments without an authorized signature.
- THE PEN RULES Reactive Imaging does not accept debit cards or check cards that require use of a personal identification number as a method of payment.

Credit Card Billing Address

- For verification purposes, address information must be filled out as it appears on credit card monthly statement. Failure to complete the address information, including zip/postal code, may result in the payment not being accepted by your credit card institution.

Shipping Information

- Fill in all shipping information if you wish to use your shipping account. It is essential to indicate the type of service desired. If type of service is not selected, THE PEN RULES Reactive Imaging will ship order priority overnight at your expense.
- If you do not have a shipping account, THE PEN RULES will deliver using our account and charge your credit card accordingly.

Payment Information

- To properly apply your payment, please indicate PO number (if applicable), quantity and part number in which you want to apply this payment to. If a partial payment is remitted for a partial shipment, list only item(s) that is/are scheduled for delivery.

Important Information

- Sub-Total listed on the Credit Card Payment Form does not include freights and/or sales tax. An additional amount of freight and/or sales tax will be added if applicable. We will use this authorization to charge your credit card for any additional amounts incurred if shipping account and/or Sales Tax Exemption Certificate is/are not provided.
- You may also contact THE PEN RULES Billing Department if you have any questions and/or need additional information.