



QUICK CONFIRMATION AGREEMENT

DOUBLETREE HOTEL SONOMA WINE COUNTRY Credit Card Authorization Form

INITIAL: _____	<input type="checkbox"/>	ADVANCE DEPOSIT - MUST BE RECEIVED NO LATER THAN 30 DAYS IN ADVANCE, CREDIT CARD WILL BE CHARGED ONCE RECEIVED	\$
INITIAL: _____	<input type="checkbox"/>	GUARANTEE PAYMENT BY CASH OR CHECK - CREDIT CARD WILL BE AUTHORIZED 5 DAYS PRIOR & CHARGED UPON COMPLETION OF EVENT IF CASH OR CHECK IS NOT RECEIVED	\$
INITIAL: _____	<input type="checkbox"/>	FORM OF PAYMENT - CREDIT CARD WILL BE CHARGED THE PREFUNCTION ESTIMATE 5 DAYS PRIOR TO THE EVENT, ADDITIONAL FUNDS WILL BE CHARGED OR REFUNDED UPON COMPLETION OF EVENT	\$
INITIAL: _____	<input checked="" type="checkbox"/>	PERFORMANCE FEE - IF THE EVENT IS HELD, BUT THE HOTEL DOES NOT REALIZE THE TOTAL REVENUE ANTICIPATED FROM YOUR EVENT, YOU AGREE TO PAY PERFORMANCE DAMAGES. THE DAMAGES OWED WILL BE THE AMOUNT NECESSARY FOR THE HOTEL TO RECEIVE NO LESS THAN 80% OF THE TOTAL ANTICIPATED REVENUE FROM YOUR EVENT.	\$
INITIAL: _____	<input type="checkbox"/>	DIRECT BILLING GUARANTEE - USED ONLY WHEN DIRECT BILL APPLICATION IS PENDING, CREDIT CARD WILL BE AUTHORIZED 72 HOURS IN ADVANCE IF DIRECT BILL IS NOT APPROVED AT THAT TIME.	\$

GROUP/EVENT NAME: 914 World West Coast Classic EVENT DATE: June 15-17, 2007

HOTEL CATERING/SALES MANAGER: Mr. Michael Weiss

EVENT COORDINATOR: Mr. Mark DeBernardi

CARDHOLDER'S PRINTED NAME: _____

CREDIT CARD NUMBER: _____ EXPIRATION DATE: _____

CARDHOLDER'S FULL ADDRESS: _____

CARD HOLDER'S PHONE NUMBER: _____

I UNDERSTAND THAT SIGNING THIS AUTHORIZATION ALLOWS MY CREDIT CARD TO BE CHARGED ANY UNPAID BALANCE AT THE CONCLUSION OF MY EVENT

CARDHOLDER'S SIGNATURE: _____ DATE: _____

ACCOUNTING USE ONLY			
AUTHORIZATION #	AMOUNT/ DATE	PAYMENT #	AMOUNT/DATE