

PENN STAE EXPO SREVICES  
2750 PAXTONST. UNIT 3  
HARRISBURG, PA 17111  
PHONE - 717-564-2658  
FAX - 717-564-2980

## Credit Card Authorization

TO EXHIBITORS:

Full Payment, including applicable sales/use taxes, must be included with your order(s).

**PSES offers you the option to charge the amount of your advance order(s) to your credit card account.**

If you wish to use this method of payment, please complete the information requested below and return the completed form with your order(s).

Charge (Check one):

Mastercard

American Express

Expiration date: \_\_\_\_\_

Visa (Bank Americard)

Discover

Security Code: \_\_\_\_\_

Account Number 

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Signature: \_\_\_\_\_

By typing my name above, I agree to recognize this as my legal signature for this document.

**PLEASE PRINT CLEARLY THE FOLLOWING INFORMATION**

Cardholder's Name: \_\_\_\_\_

Booth Number: \_\_\_\_\_

Cardholder's Billing Address: \_\_\_\_\_

For your Convenience, we also process your card for payment of any additional charges incurred at show site for services provided by PSES. We will provide this service automatically, unless you indicate below you do not want us to proceed in this manner.

DO NOT use the card for additional services

**All charges for services and/or equipment must be paid in advance or on site by either cash, check or for your convenience credit card.**

Company _____	Date _____		
Address _____			
<small>STREET</small>	<small>CITY</small>	<small>STATE</small>	<small>ZIP</small>
Auth. Signature _____	Phone _____		
<small>By typing my name above, I agree to recognize this as my legal signature for this document.</small>			

Revised 4/01

**This form is for ordering booth accessories, Drayage or Labor from Penn State Expo Services Only**

Put cursor here to  
save and email

Upon completion, save and email to  
pennstateexpo@verizon.net