



537 Clemson Road, Columbia SC 29229
www.theGalavenues.com / info@theGalavenues.com
803-724-4662

Authorization for Credit Card Use

This portion of the form to be contained in a secured location
This portion of the form will be shredded upon the completion of your rental
This form IS required even if you expect to pay cash

Rental Space: **The Gwynn Event Center**

Name on Card: _____

Credit Card Type: _____ Visa _____ Mastercard _____ Discover _____ AmEx

Card Number: _____

Expiration Date: _____

CVV: _____ (last 3 digits located on the back of the credit card)

Full Billing Address: _____

Amount to Charge: \$ __500.00____ (USD)

Please Note: A copy of the credit card front and back must be attached.

I authorize The Gala Event Center to store and charge the amount listed above to the credit card provided herein for any damages/incidentals as a result of my rental of The Gala Event Center not to exceed the listed amount above. If damages exceed the amount listed above the client will be responsible for the remaining charges. In conjunction with HIPPA all card information will be confidentially kept in a secure location. Only authorized personal will be able to access this information and will be shredded after the event.

Cardholder – Please Sign and Date

Signature: _____

Date: _____

Print Name: _____