



Pre-Authorized Credit Card Payments

- Authorization Form -

Member Name: _____

Payment Date: 15th of each month

Credit Card: **Visa** **MasterCard**

Card Number: _____ **Expiry Date:** ____/____ **3-Digit Code:** _____

Cardholder's Name (as it appears on card): _____

Cardholder's Address: _____

City: _____ **Province:** _____ **Postal Code:** _____

Phone Number: _____ **Email:** _____

Membership:

1. The above named Member (the "Member") hereby authorizes the Greater Kingston Chamber of Commerce (the "Chamber") to charge the account stated above (the "Account") in the amount of \$ _____ on the 15th of each month, commencing on _____ (the "Anniversary Date"). The Member acknowledges and agrees that if the said fixed monthly amount is payable to the Chamber in respect of membership dues, such amount may, at any time and at the sole discretion of the Chamber acting reasonably, be amended on an annual basis to be effective as of and from the first Anniversary Date following such amendment, as such amendments may be implemented from time to time. No charge to the Account in connection with an amended monthly amount will be valid unless and until the Member is first provided with 60 days' prior written notice of the intention of the Chamber to amend the fixed monthly amount. Any notices from the Chamber to the Member will be delivered by email to the address furnished above. The Chamber reserves the right to charge an administration fee of \$25 for declined credit card payments.

2. The Member agrees to notify the Chamber promptly in writing of any changes to the Account information that may occur from time to time during the term of the authorization granted in paragraph 1 above (the "Authorization").

3. Subject to paragraph 4 below, the Authorization may be cancelled by the Member at any time upon 30 days' prior written notice received by the Chamber. The Member acknowledges and agrees that any such cancellation shall not have the effect of extinguishing any outstanding liability to the Chamber, or otherwise amending or terminating any subsisting contractual relationship between the Member and the Chamber save and except as outlined in paragraph 5 below.

4. Notwithstanding the provisions of paragraph 3 above, the Member acknowledges and agrees that to the extent that the Authorization relates to the payment of membership dues, it cannot be cancelled during the first twelve (12) months of the term of a new membership. In this context, the term "new membership" includes memberships with the Chamber in respect of former members that had let their membership lapse.

5. Enrollment by the Member in any of the Chamber benefit programs, such as merchant services, fuel programs, group benefits, etc. will automatically be cancelled with the cancellation of the Authorization.

Authorized Signature: _____ **Date:** _____

Please email completed form to accounting@kingstonchamber.ca or fax to 613-548-4743.