



McELROY METAL
P.O. BOX 1148 • SHREVEPORT, LA 71163-1148
Ph: (800) 950-6531 • Fax: (318) 747-8086

SINGLE CREDIT CARD AUTHORIZATION

I _____, of _____,
Authorized Representative Company/Customer

Hereinafter referred to as Buyer, agree to a total charge plus a 3% surcharge fee, to the charge card listed below. Buyer agrees that any disputed charge, request a chargeback, or adjustment will first be reported to McElroy Metal, hereinafter referred to as Seller. Seller will have ten (10) business days to resolve the dispute with Buyer. Buyer has thirty (30) days to dispute, or request a chargeback, any credit card charge. Buyer's failure to dispute the charge, or request a chargeback within the allotted time constitutes a waiver of any right to chargeback the payment. Necessary information:

Card Type:

☐ DISCOVER ☐ MASTERCARD ☐ VISA ☐ AMERICAN EXPRESS

Exact Name as Printed on Card: _____

Card Number: _____ CCV Number: _____

Expiration Date (E.g., 01/07): _____ Amount of Charge: _____

Billing Address: _____

City: _____ State: _____ Zip Code: _____

Total amount charged to include a 3% surcharge, added to total listed above. I
agree to the terms and conditions stated above.

_____ Printed Name	_____ Phone Number
_____ Signature	_____ Date

*****INTERNAL USE ONLY*****

Account Number: _____ Name on Account: _____

Invoice Number(s): _____

Order Number(s): _____

Authorization Form Sent By: _____

**THIS FORM MUST BE COMPLETED IN FULL TO BE ACCEPTED
BY THE CREDIT DEPARTMENT**

REV 05/13

MANUFACTURING LOCATIONS					
ADELANTO, CA	ASHBURN, GA	BOSSIER CITY, LA	CLINTON, IL	HOUSTON, TX	LEWISPORT, KY
MARSHALL, MI	MAUSTON, WI	MERKEL, TX	PEACHTREE CITY, GA	SUNNYVALE, TX	WINCHESTER, VA