



1704 Weeksville Road
 Elizabeth City, NC 27909
 Phone: 252-335-3471 extension 1
 Fax: 252-335-3022

One Time Credit Card Payment Authorization Form

Sign and complete this form to authorize Elizabeth City State University (ECSU) to make a one-time debit transaction to your debit or credit card listed below. A copy of a valid government issued photo identification card must accompany this form prior to processing.

By signing this form you give us permission to debit your account for the amount indicated below on or after the indicated date. This grants permission for a single transaction only, and does not provide authorization for any additional unrelated debits or credits to your account.

Please complete the information below:

I _____ authorize Elizabeth City State University to charge my credit card
 (Full name as it appears on card)

account indicated below for _____ on or after _____. This payment is for
 (Amount) (Date)

_____ Banner ID Number _____
 (Description of goods/services)

Billing Address _____ Phone# _____

City, State, Zip _____ Email _____

Government Issued ID Type Driver License Military Other _____

Government Issued ID Number _____

Account Type: Visa MasterCard

Cardholder Name (print) _____

Account Number _____

Expiration Date _____ CVV _____

Need a receipt? Yes, enter fax number _____ NO

Return the signed form along with a copy of a valid government issued ID card to:

Fax: 252-335-3022 OR Mail: ECSU Cashier's Office, 1704 Weeksville Road, CB 950, Elizabeth City, NC 27909

CARDHOLDER SIGNATURE _____ DATE _____

I authorize the above named business to charge the debit/credit card indicated in this authorization form according to the terms outlined above. This payment authorization is for the goods/services described above, for the amount indicated above only, and is valid for one time use only. I certify that I am an authorized user of this debit/credit card and that I will not dispute the payment with my credit card company; so long as the transaction corresponds to the terms indicated in this form. I understand that ECSU will appear in the description field with the payment transaction listed as ECSU Cashier POS.