

SOUTHWEST RESEARCH INSTITUTE  
CREDIT CARD ACCEPTANCE INFORMATION

**Required information from client:**

Today's date \_\_\_\_\_ \*\*

Credit card type (Visa, MasterCard, AE) \_\_\_\_\_ \*\*

Cardholder's name as it appears on credit card \_\_\_\_\_ \*\*

Cardholder's company (client if corp. card) \_\_\_\_\_ \*\*

Is this a corporate "purchase card?"  
If yes, supply customer code (3 digits) \_\_\_\_\_ \*\*

Credit card account number\* \_\_\_\_\_ \*\*

Credit card expiration date (MM/YY) \_\_\_\_\_ \*\*

Amount to be charged \_\_\_\_\_ \*\*

Printed name of person accepting the order Cyndi Kempe \_\_\_\_\_

Telephone extension of person accepting the order 210-522-3828 \_\_\_\_\_

\*Visa and MasterCard have sixteen (16) digits. American Express has fifteen (15) digits.  
\*\*These fields must be completed by workshop participant.

**Required information to make charge and billing:**

Client \_\_\_\_\_ \*\*

Billing address \_\_\_\_\_ \*\*  
\_\_\_\_\_

Work description Registration fee for Yosemite 2010 workshop  
"Magnetic Reconnection Workshop"  
\_\_\_\_\_

Project number to be credited \_\_\_\_\_

Date work was completed \_\_\_\_\_

Signature of authorized person certifying work completion \_\_\_\_\_