



## Credit Card Authorization Form

### The Inn Lake Superior

350 Canal Park Drive  
Duluth, MN 55802  
Phone: (218) 726-1111  
Toll Free: (888) 668-4352

Name of Arriving Guest: \_\_\_\_\_

Date of Arrival: \_\_\_\_\_ Date of Departure: \_\_\_\_\_

Confirmation Number: \_\_\_\_\_

### Credit Card Information:

Last 4 Digits of Credit Card: \_\_ - \_\_ - \_\_ - \_\_ Expiration Date: \_\_\_\_\_

**PLEASE DO NOT SEND FULL CREDIT CARD NUMBER. YOU MUST GIVE FULL NUMBER TO THE HOTEL AGENT OVER THE PHONE. ONLY WRITE THE LAST 4 DIGITS OF THE CREDIT CARD NUMBER ON THIS FORM. DO NOT SEND A COPY OF THE CREDIT CARD**

Name as it appears on the Credit Card: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

**Please indicate the charges you are authorizing to be billed to your card:  
(If no charges are indicated, then all charges will be billed)**

- Room and Tax Only
- All Charges
- Incidentals Only

Signature of Card Holder: \_\_\_\_\_ Date: \_\_\_\_\_

.By signing this document, you authorize us to charge the card listed above. Please note you will be authorized for the room amount with the funds being held generally 5-7 business days (depending on your bank) before being released. If guest staying does not pay any portion of their bill, this card will be charged.

**Please fax or email this form back to The Inn on Lake Superior at (218) 727-3976 or [mod@innonlakesuperior.com](mailto:mod@innonlakesuperior.com)**