

Date:

I _____ give _____
(authorized cardholder's name) (unauthorized cardholder's name)

authorization to use my credit card ending with last four digits being _____ for the transaction as per attached documents.

I _____ hereby acknowledge _____ the
(authorized cardholder's name) (unauthorized cardholder's name)

request for reimbursement and I will not claim reimbursement for the same purchase.

Signature: _____
(Cardholder's signature)