

HOTEL NOVOCASTRIAN

Account Payment Form

To complete this form, you will need the folio number from each invoice you wish to pay. The folio number is located at the top of our invoices, below the "Tax Invoice" title. Please complete one section, plus the confirmation at the bottom of the sheet and return to us by email or fax.

CREDIT CARD PAYMENT

To pay by credit card, please fill out the details on this form and fax or email it to us.

Folio Number(s): _____

Card Number: _____ Expiry Date: ____ / ____

Name on card: _____ Signature: _____

NAB DIRECT BANK DEPOSIT

For single invoices, please use the folio number as the transfer description. For multiple invoices, use the folio number from the first invoice you wish to pay and list the rest on this form.

BSB: 082 – 637 **Account:** 538 675 026 **Name:** Hotel Novocastrian

Folio Number(s): _____

Date of transfer: ____ / ____ / ____

CHEQUE PAYMENT

Please list any folio numbers below. Cheques are to be made out to "Hotel Novocastrian" and posted to our PO Box 375 Newcastle NSW 2300 along with this form.

Folio Number(s) : _____

CONFIRMATION

Please confirm your contact details below in case of error and for confirmation.

Name: _____ Phone: _____

Company Name: _____

Please supply a standard postal address or fax number below if you wish to receive a credit card receipt or email for confirmation of bank deposit or cheque:

I confirm that the details supplied for the payment of the listed accounts are true and correct. I hereby declare that I am the credit card holder or fully authorised representative of the card holder for the card supplied for payment of these accounts.

Signature: _____ Date: ____ / ____ / ____