

# International Gem & Jewelry Show, Inc.®

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## AUTOMATIC PAYMENT REGISTRATION FORM

Complete the form below and return to the International Gem & Jewelry Show's office to register for the automatic payment program. Forms can be faxed, e-mailed or mailed. Please print clearly and enter all required fields accurately.

### AUTO-PAY REGISTRATION *(Required)*

Applicants **MUST HAVE A "RENEWABLE DEPOSIT" ON FILE IN ORDER TO QUALIFY** for the auto-pay program. Without a "RD", applicant is not eligible for the automatic payment service and this form will be voided. Automatic charges will be made one (1) week before the show to qualify the Applicant for the "Advance Price." The FULL amount of the remaining balance for each order will be charged at that time. To be removed from the auto-pay program, a written request must be received by InterGem.

Company Name:

Contact Phone Number:

Contact Person:

Contact E-Mail Address:

### CANCELLATION POLICY AGREEMENT *(Initial Required)*

To cancel an order, you must send a written request to InterGem's corporate office. Cancellation fees will be charged to the credit card on file, OR withheld from any refund, automatically at the time of cancellation. If notice of cancellation is sent MORE THEN 30 days before the show, the fee is \$100.00. If notice is sent LESS THEN 30 days before the show, the fee is 50% of the booth and extra equipment total.

By initialing below I'm stating that I understand and agree with the stated policy.

[ \_\_\_\_\_ ]

### PAYMENT INFORMATION\* *(Required)*

Select Card Type:       MasterCard       Visa       Discovery       American Express

Credit Card Number:

Exp. Date:

CVV:

Name On Credit Card:

I have a "Renewable Deposit" on-file and authorize InterGem to charge this credit card automatically one (1) week before any future show.

Mark this box above to authorize.

Billing Address:

### ALTERNATE PAYMENT\* *(Optional)*

Add an alternate card in case the credit card above is declined at the time of the charge.

Select Card Type:       MasterCard       Visa       Discovery       American Express

Credit Card Number:

Exp. Date:

CVV:

Name On Credit Card:

I have a "Renewable Deposit" on-file and authorize InterGem to charge this credit card, if the card above does not work, automatically one (1) week before any future show.

Mark this box above to authorize.

Billing Address:

### AUTHORIZED SIGNATURE *(Required)*

By signing this form, I authorize the International Gem & Jewelry Show to charge the items selected to my credit card\* above.

Authorized Signature:

Printed Name:

Today's Date:

\*A 3% transaction fee will be applied to the total of each payment made with a credit card.