



DEPOSIT/CREDIT CARD AUTHORIZATION FORM

NORFOLK.GOV/SEVENVENUES • 757.664.6880 • 201 E. BRAMBLETON AVE, NORFOLK VA 23510

SevenVenues accepts cash, check or credit card payments in our office at Norfolk Scope, 201 E Brambleton Ave. You may mail checks, made out to "City of Norfolk", to Norfolk Scope, Attn: Event Services Admin. If you are unable to visit us during our office hours, you may email this credit card deposit form to sevenvenues@norfolk.gov. Incomplete forms will not be processed.

Name of Event:

Payment For:

Date of Event:

Location:

Contracting Party/Permit Applicant:

Name on Credit Card:

Phone Number:

Credit Card #:

Security Code:

Expiration Date:

Amount:

Billing Zip Code:

Receipt Needed? Yes No If yes, email to:

Signature: _____ Date:

By signing above, I am authorizing the amount listed above to be charged to my credit card.

OFFICE USE ONLY

Promoter/Company:

Primary/Billing Contact:

Phone Number:

Contract/Permit #:

Amount:

Date Processed:

Payment Type: Deposit | Application | Permit | Insurance | Balance | Equipment | Banner | Other: