



"Credit Card On File" Form
City of Sarasota Building Division
1565 1st St., Sarasota, FL 34236
941-365-2200 ext 4156

I, _____ hereby authorize the City of Sarasota Building Department to keep my credit card number on file and to use that number to pay any fees associated with my permit. Only those people authorized by this form will be allowed to use this information.

This form must be mailed or brought in person to the Building Division front counter
Faxes will not be accepted.

***If contractor is different from cardholder,
both signatures must be notarized separately.***

Contractor signature : _____

Cardholder signature : _____

Printed Name : _____

Printed Name : _____

State of Florida, County of _____
Sworn to and subscribed before me this ____ day of ____ 201__

State of Florida, County of _____
Sworn to and subscribed before me this ____ day of ____ 201__

(Signature)

(Signature)

(Printed Name)

(Printed Name)

Personally Known _____
Produced Identification _____
Type of Identification Produced _____

Personally Known _____
Produced Identification _____
Type of Identification Produced _____

Authorized Agents Allowed to Use the Credit Card on File (only 4 allowed)
(Please print agent's names)

1. _____
2. _____
3. _____
4. _____

MasterCard Acct # _____ / _____ / _____ / _____ **Exp. Date.** _____ **V code #** _____

Visa Acct # _____ / _____ / _____ / _____ **Exp. Date** _____ **V code #** _____

American Express Acct# _____ / _____ / _____ **Exp. Date** _____ **V code #** _____

Discover Acct # _____ / _____ / _____ / _____ **Exp. Date** _____ **V code #** _____

Billing address of cardholder: _____ **Zip code** _____