



## CREDIT CARD AND SHIPPING AUTHORIZATION

Your completion of this authorization form helps us protect you, our valued customer, from credit card fraud. All information entered on this form will be kept strictly confidential within De Novo Hair LLC and will not be used for any other purpose.

Instructions:

1. Complete all the fields on page 1 of the form, including your signature at the bottom.
2. On page 2 make a copy of the front and back of your credit card and your driver's license or passport.
3. Fax both pages of completed form to **(312) 528-9445**. Please note:
  - **Faxes coming in with blocked caller IDs will NOT be processed.**
  - **Do NOT email this form.**
4. De Novo Hair LLC will receive the fax, and, upon satisfactory review of the information on this form, complete the requested transaction, which can take 24 to 48 hours to process. If you need faster processing, please contact us.

Credit Card Holder and **Billing** Address:

First Name: \_\_\_\_\_  
 Last Name: \_\_\_\_\_  
 Address 1: \_\_\_\_\_  
 Address 2: \_\_\_\_\_  
 City: \_\_\_\_\_  
 State: \_\_\_\_\_  
 Zip: \_\_\_\_\_  
 Country: \_\_\_\_\_  
 Contact Phone #: \_\_\_\_\_

Credit Card Holder and **Shipping** Address:

First Name: \_\_\_\_\_  
 Last Name: \_\_\_\_\_  
 Address 1: \_\_\_\_\_  
 Address 2: \_\_\_\_\_  
 City: \_\_\_\_\_  
 State: \_\_\_\_\_  
 Zip: \_\_\_\_\_  
 Country: \_\_\_\_\_  
 Contact Phone #: \_\_\_\_\_

I, the undersigned, hereby acknowledge and agree to pay all charges from "DE NOVO HAIR LLC" doing business as "DE NOVO HAIR". I understand it is my sole responsibility to monitor the activity on my Credit Card and further agree that, in the case of a dispute, I will resolve the matter directly with De Novo Hair LLC.

I authorize De Novo Hair LLC to ship Order # (s) \_\_\_\_\_ to the shipping address stated above.

\_\_\_\_\_  
Authorized Signature of Card Holder

\_\_\_\_\_  
Date



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Make a copy of your Credit Card in the spaces below. Use a **light setting** on your copy machine to ensure the card number and name are visible. **Illegible images will not be accepted.**

Front of Your Credit Card

Back of Your Credit Card

PRINT LAST 4 DIGITS of the Credit Card: \_\_\_\_\_

PRINT CVV No: \_\_\_\_\_

For VISA and MASTERCARD: The CVV numbers are the last 3 digits that appear at the end of the credit card number on the back of your card. For AMEX it's the 4 digit code appearing on the front of the card.

Finally, copy your driver's license or passport into the space below:

Current Driver's License or Passport