

# TOY GALAXY

73-75 Gould Street  
 Bayonne, NJ 07002  
 Tel: 201.858.8806  
 Fax: 201.858.8807

## CREDIT CARD PAYMENT FORM

BNI-US-FR-FI-AR-003-01  
 2007.01.06

\*\*\*All information must be provided and faxed to (201) 858-8807 for processing \*\*\*

CREDIT CARD INFORMATION			
Customer Name:			
Credit Card Type: <input type="checkbox"/> Visa <input type="checkbox"/> Master Card <input type="checkbox"/> American Express <input type="checkbox"/> Discover			
Credit Card Number:		Expiration Date (MM/YY):	
Name as it appears on Credit Card:		Security Code:	
Payment Amount (US Dollars):			
Signature:		Date:	
CREDIT CARD BILLING ADDRESS			
Street Address:			
City:			
State:	Zip Code:	E-Mail:	
Phone Number:		Fax Number:	
SHIPPING INFORMATION			
(Customer will be charged for th extra UPS shipping costs if shipping information is not correct)			
Ship To:		Shipping Carrier: <input type="checkbox"/> FedEx <input type="checkbox"/> UPS <input type="checkbox"/> Airborne <input type="checkbox"/> Other	
		Account Number:	
Zip Code:		Type of Service: (Please select one) <input type="checkbox"/> Next Day Priority	
City & State:		<input type="checkbox"/> Next Day Standard <input type="checkbox"/> 2 <sup>nd</sup> Day <input type="checkbox"/> Ground	
Phone Number:		<input type="checkbox"/> Other _____	
PAYMENT INFORMATION			
Purchase Order (If Applicable):		Req. Delivery Date:	
Qty	Part Number / Description	Unit Price	Extended Price
			Sub-Total:
			Estimated Freight:
			Total:

\*\*\* For Office Use Only \*\*\*

<input type="checkbox"/> Approved	Approval Code _____
<input type="checkbox"/> Declined	

\* **NOTE: All Sales Are Final. No Exchange or Refunds.**

## Instructions for Completing the Credit Card Payment

### Credit Card Information

- Fill in all credit card information including the payment amount to be charged to your credit card. Form must be signed and dated by the cardholder for validation. TOY GALAXY cannot process credit card payments without an authorized signature.
- TOY GALAXY does not accept debit cards or check cards that require use of a personal identification number as a method of payment.

### Credit Card Billing Address

- For verification purposes, address information must be filled out as it appears on credit card monthly statement. Failure to complete the address information, including zip/postal code, may result in the payment not being accepted by your credit card institution.

### Shipping Information

- Fill in all shipping information if you wish to use your shipping account. It is essential to indicate the type of service desired. If type of service is not selected, TOY GALAXY will ship order priority overnight at your expense.
- If you do not have a shipping account, TOY GALAXY will deliver using our account and charge your credit card accordingly.

### Payment Information

- To properly apply your payment, please indicate PO number (if applicable), quantity and part number in which you want to apply this payment to. If a partial payment is remitted for a partial shipment, list only item(s) that is/are scheduled for delivery.

### Important Information

- Sub-Total listed on the Credit Card Payment Form does not include freights and/or sales tax. An additional amount of freight and/or sales tax will be added if applicable. We will use this authorization to charge your credit card for any additional amounts incurred if shipping account and/or Sales Tax Exemption Certificate is/are not provided.
- You may also contact Finance Department if you have any questions and/or need additional information.