



Stanford Terrace Inn  
**ACH Collections Form for U.S. Guests Only**

**Guest/Group Name:** \_\_\_\_\_ **Reservation Confirmation Number** \_\_\_\_\_

"I (we) hereby authorize **Stanford Terrace Inn** to initiate debit entries to my (our) checking or savings accounts at the depository financial institution named below, hereafter called DEPOSITORY, and to debit the total amount from the hotel group or extended stay booking(s) as attached to such account. I (we) acknowledge that the organization of ACH transactions to my (our) account must comply with the provisions of the U.S. law." In the event of uncollectable funds prior to arrival, the hotel reservation is thus confirmed as regular credit card reservation with original listed price without sending any further notice.

Company's Name (or Account Name): \_\_\_\_\_

Depository Name (Bank): \_\_\_\_\_ Branch: \_\_\_\_\_

Guest Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Guest Cell Number: \_\_\_\_\_ Third Party Cell Number \_\_\_\_\_

Guest Email: \_\_\_\_\_ Third Party Email: \_\_\_\_\_

Personal Account No \_\_\_\_\_ Business Account No \_\_\_\_\_

Bank Routing Number: \_\_\_\_\_ Bank Account Number: \_\_\_\_\_

This authorization is to remain in full force and effective upon completion of the hotel room booking(s).

**Total Amount is authorized to be charged:** \_\_\_\_\_ (Discounted Rate x Number of rooms + 14% Transient Tax of total amount+ \$0.25 per room, per night. 14 % is waived for extended stay over 30 days or with the signed government exemption form)

Guest/Group Coordinator's Printed Name(s): \_\_\_\_\_

Note: With the signed ACH Collections form as payment, the checking or savings account will be processed with the full payment of the entire on line selected discounted rate plan, which is subject to **non-changeable, non-cancelable, and non-refundable** upon submission of the signed discounted rate confirmation upon clearance of payment. Otherwise, the credit card rate becomes final if the discounted check, ACH, or Wire Transfer payment is not clear with the bank 15 days upon booking, no later than 30 days before the arrival date, depending upon the date of booking.

By pressing SUBMIT key below, I (we) accept all the listed terms and conditions and authorize the hotel to charge my bank account in order to receive the special discounted rate offer.