

# WAUKEGAN PARK DISTRICT

## Credit Card Change Form

Participant Name: \_\_\_\_\_

The Credit Card in RecTrac (the Waukegan Park District registration software) needs to change.

Indicate why change is needed:

The Card on file was Compromised / Expired / Other reason \_\_\_\_\_

### Recurring Credit Card Payment Agreement

I understand my credit card payment is continuous until I complete and return a cancellation form and pay any unpaid balances at time of cancellation. I agree to abide by the cancellation procedure. My participation may be terminated if a payment is uncollected, my accounts are closed without notification, I stop payment on my draft, or I revoke authorizations. Any penalty imposed by my issuing bank or by the Waukegan Park District for uncollected drafts is my responsibility.

I have read and understand the above recurring credit card agreement.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed name: \_\_\_\_\_

Card Number (first digit-last four): \_\_\_\_\_ Card Brand: \_\_\_\_\_

Expiration Date: \_\_\_\_\_

### Front Desk Staff:

Household #: \_\_\_\_\_

Old Card Information: (filled in by staff)

Card Number (first digit-last four): \_\_\_\_\_ Card Brand: \_\_\_\_\_

Expiration Date: \_\_\_\_\_

Mark this card as Inactive and Link the new card to the household

Desk staff signature: \_\_\_\_\_ Date: \_\_\_\_\_

### Supervisor:

Old Card is deleted

Supervisor Signature: \_\_\_\_\_ Date: \_\_\_\_\_