

Penfield Library Fax Form

This form is intended to record patron permission to execute a remote credit card transaction by Penfield Library on their behalf. By signing the document, you are attesting that you have read and will abide by the regulations contained herein. If you have questions, please contact the circulation desk at circdesk@oswego.edu or call us at 315.312.2560.

Before faxing, please be sure that you have

- Correctly and legibly written in your credit card number
- Correctly and legibly written in the amount to be paid.
- Signed and printed your name.
- Input your student I.D. number correctly
- Entered your contact information correctly.
- Called the circulation desk (315.312.2560) to let them know you will be transmitting this fax.

Name: _____

Student I.D. Number: _____ Phone: _____

Credit Card #: _____ Type: _____

Expiration date: ____/____/____ Billing Zip Code: _____

Amount to be billed: _____

By signing, I attest that this information is accurate and that I give my permission for the amount specified to be deducted from the account specified above.

Signature: _____

Full name (printed): _____

Today's date: ____/____/____

Last Updated: 1/08