



City of San Ramon
Building and Safety Services
 2401 Crow Canyon Road, San Ramon, CA 94583
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 E-mail: Building@sanramon.ca.gov
 Website: www.sanramon.ca.gov
 Revised: October 2020

CREDIT CARD AUTHORIZATION FORM

(Credit Card Convenience Fee is 2.88% of total transaction, plus \$0.09 per transaction.)

Permit #: _____ **Permit Address:** _____

THIS TOP SECTION MUST BE COMPLETED AND SIGNED FOR PAYMENT TO BE PROCESSED:

I, _____ authorize the City of San Ramon to accept any of the below signatures on a permit application in lieu of an in-person signature. I hereby certify that I comply with all declarations and agreements on the permit application.

Signature _____ Date _____

I, _____ authorize the City of San Ramon to charge to the credit card(s) listed below the fees associated with permits applied for in the company name by the below listed employees.

_____ American Express Visa MasterCard _____

Credit Card Number _____ Expiration Date _____

_____ American Express Visa MasterCard _____

Backup Credit Card Number _____ Expiration Date _____

_____ Name on Credit Card(s) _____ Signature

The following employees have my permission to apply for construction permits and to use the above credit card(s) to obtain construction permits in the company name.

_____ Employee Name _____ Employee Signature

_____ Employee Name _____ Employee Signature

Billing Information:		
Name as it appears on card		
Credit Card Billing Address	City	State / Zip