

Credit Card Authorization – City Report/HOA (if applicable)

Due to your property being located in the City of _____, it is a requirement that we obtain a Report of Residential Building Records from the Department of Building and Safety, and furnish the same to Buyer. This report can take up to two weeks to receive unless we order it online with a credit card.

(If applicable) The property having a Homeowner Association, which require an upfront fee.

It is imperative that you complete the credit card information request below and return the original Application to our office as soon as possible to expedite the processing of the report and avoid any potential delays in the closing of your escrow.

Credit Card Type: ___ Visa ___ MasterCard ___ Discover

Credit Card Number: _____

CVV#: _____ (3 or 4 digit code, usually on back of card)

Expiration Date: _____

Name (as it appears on card): _____

Billing Address:

Contact Phone #: _____

Your signature below authorizes Pacific Coastline Escrow to charge to the above card an amount payable to the Department of Building and Safety and Management Company (if applicable).

Cardholder Signature