



# ALF'S CAFE CARD APPLICATION FORM

CARTLEY NOMINEES Pty Ltd T/As Alf's Cafe. ABN: 94 812 916 992.

Shop 2-3, The Alfred Hospital. 23-81 Commercial Road. Melbourne Vic 3004. Ph: 03 9076 8245 Fax: 9076 8244

**Alf's Cafe introduced an electronic swipe card to streamline the recording of purchases and processing of accounts which has successfully been in operation since October, 2003.**

### How do I use my card?

To place your purchase on account, simply tender your card to the cafe staff member who will swipe it on the register. The register will record the amount you have expended.

### How will I be billed?

Your nominated credit card will be debited once your account reaches a balance of \$50.00 OR if there is an outstanding balance and the card has not been used in 60 days. A copy of the tax invoice and your credit card payment receipt will be forwarded to you by internal mail or a nominated address so that you have proof of purchase.

### PLEASE COMPLETE ALL SECTIONS

TITLE: (Please circle) Mr. Mrs. Ms. Miss. Dr. Prof.

FIRST NAME: ..... SURNAME: .....

INTERNAL DEPT: ..... PERSONAL EMAIL:.....

HOME ADDRESS: ..... HOME NUMBER: .....

.....POSTCODE..... MOBILE NUMBER: .....

HOSPITAL EMPLOYEE NUMBER: ..... EXTENSION/ PAGE NUMBER: .....

DRIVERS LICENSE NUMBER: .....

### CREDIT CARD DETAILS

Please note that the transaction will appear on your credit card statement under "Cartley Nominess Pty Ltd".

CARD TYPE: (Please circle) VISA MASTERCARD AMERICAN EXPRESS

CARD NUMBER: ..... CARD EXPIRY DATE: ...../.....

CARDHOLDERS NAME: .....

### **TERMS AND CONDITIONS**

1. The cost of a card is \$5.00
2. If you wish to put a temporary stop or to cancel your account, you must contact the office to finalise any outstanding amounts.
3. *If your card is lost, stolen or damaged, you need to report this immediately to Alf's Cafe Office. Your card will then be cancelled in the computer system and a replacement card will be issued.*
4. *Alf's Cafe is not responsible for any charges made on your card if it is lost or stolen.*
5. It is your responsibility for the safekeeping of the card just as you would if you were carrying cash. If the card is lost or stolen any person can use it until it is cancelled within the card computer system.
6. Alf's Cafe retains the right to amend these Terms and Conditions at any time. You will be advised in writing of any changes that occur.

**I HAVE READ THE TERMS AND CONDITIONS OF THE ALF'S CAFE CARD AND AGREE TO ACCEPT MY CAFE CARD ON THE TERMS AND CONDITIONS AS STATED.**

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

### **Privacy Statement**

Alf's Cafe is committed to protecting the privacy of its cardholders. Personal information of the cardholder or transaction details will not be released to anyone except the cardholder. Alf's Cafe has security measures in place to guard against unauthorised access to its records.

### **OFFICE USE ONLY**

Alf's Cafe Card Number: \_\_\_\_\_ Date Issued: \_\_\_\_\_ Issued by: \_\_\_\_\_