Sertifi Authorization Form Fraud Warnings

Use this training authorization form to better understand the warning signs that indicate a potential fraud attempt.

GUEST INFORMATION

1 - Guest First Name

Guest Last Name *

Confirmation Number *

Arrival Date **1** *

Departure Date *

Guest Street Address **2**

City

State/Province

Postal Code

Guest Phone Number **3**

1 — Arrival Date

Watch out for same day arrivals.

2 — Guest Street Address

Look up the address online to validate its legitimacy (the below example location is probably not legitimate). Additionally, be on the lookout for P.O. boxes.

3 — Guest Phone Number

Cardholder and guest phone number should be different.

REQUESTER INFORMATION

Cardholder Name **4**

Cardholder Email Address

Cardholder Phone Number

Company Name **5**

Relationship to Guest (if applicable) **6**

Select one ▼

If Other

4 — Cardholder Name & Associated Company

Make sure the cardholder name on the card matches the cardholder signature. If applicable, make sure the company name on the card matches the company name and email address.

❌

Company on Card: ABC Technologies
Cardholder Email: techinc@gmail.com
Cardholder Signature: *John Smith*

✅

Company on Card: ABC Technologies
Cardholder Email: jsmith@abctech.com
Cardholder Signature: *John Smith*

5 — Company Name

Watch out for vague company names.

6 — Relationship to Guest (If Applicable)

Business associates should use business email addresses.

Sertifi