

Office of the City Clerk
515 North Avenue
New Rochelle, NY 10801

Michelle Oliveros
City Clerk

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Deputy City Clerk



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CITY OF NEW ROCHELLE
NEW YORK

**AUTHORIZATION AGREEMENT FOR AUTOMATIC
CREDIT CARD PAYMENT**

I, authorize the City of New Rochelle to initiate debits to my credit card for the payment of a License, Certificate, Report, Transcript, Permit and/or any other specify document fee as indicated on the accompanying application. I understand that the credit card payment will be processed upon receipt of this authorization and the included application.

NAME OF APPLICANT:_____

TELEPHONE #:_____

EMAIL:_____

REQUESTED DOCUMENT

☐ Birth Certificate ☐ Genealogy Report ☐ Dog License ☐ Death Certificate
☐ Marriage License ☐ Marriage Transcript ☐ other: *please specify*_____

CREDIT CARD INFORMATION

Type of Credit Card: ☐ Discover ☐ Master Card ☐ Visa Amount:\$_____

Credit Card #:_____

Exp. Date:_____

Name as it appears on the Credit Card:_____

Signature:_____

Date:_____

**NOTE: A COPY OF YOUR CURRENT PHOTO ID (U.S. DRIVER'S LICENSE OR
PASSPORT) MUST ACCOMPANY THIS AFFIDAVIT.**

THIS AUTHORIZATION AGREEMENT CAN BE MAILED OR EMAILED:

City Clerk's Office, 515 North Avenue, New Rochelle, NY 10801

cityclerkinfo@newrochelleny.com