



## **Buncombe County Permits and Inspections**

**30 Valley Street, Asheville, N.C. 28801**

**Phone: (828) 250-5360 Fax: (828) 250-6082**

### **MEMORANDUM**

**DATE: FEBRUARY 27, 2009**

**TO: ALL CONTRACTORS**

**FROM: MATT STONE, INSPECTIONS COORDINATOR**

**SUBJECT: CREDIT CARD PURCHASES**

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To ensure protection of credit/debit card data we receive, it is required that Buncombe County Follow merchant card policies and procedures. In order for the County to remain compliant, we can no longer store the card validation data (3-digit code located on the back of the card). Effective March 16<sup>th</sup> 2009 the three digit validation code must be included in all stand-alone permit applications when being charged to the MasterCard number we have on file. This will not apply to customers with VISA card numbers on file.

I apologize for the short notice and any inconvenience this may cause. Please feel free to contact me with any questions regarding this matter.