**Request for Refund - General**

Jones Hill State School

I,

being the parent/carer of

In year request a refund of $

For excursion/activity

Reason refund being requested :

I understand and agree;

1. a refund may not be made to me or be made in full or in part, having regard to the associated expenses

already incurred by the school, and the school’s refund guidelines provided to me.

1. the school receipt for the original payment is attached / not attached. *(Please circle)*
2. my details will be kept confidential and will not be used for any other purpose.
3. my refund be made

 a credit against my child’s account at the school; or

to my bank account via electronic funds transfer (EFT) *(please complete details below)*

**Bank Account Details:**

Account Name:

BSB:   Account No: 

Signature: Date:

***School use only***:

Amount approved for Refund $ Original Receipt Number

**Approved: Signature of Principal Date**