



# MT GRAVATT HAWKS FC

P.O. Box 6203,  
Upper Mt Gravatt Qld, 4122  
Phone: 07 3343 9747  
Fax: 07 3891 6780  
Email: [secretary@mtgravatthawks.org](mailto:secretary@mtgravatthawks.org)  
Website: [www.mtgravatthawks.org](http://www.mtgravatthawks.org)  
ABN: 64 712 920 419

## REQUEST FOR REFUND FORM

### PAYEE DETAILS

Payee Name: \_\_\_\_\_

Email Address: \_\_\_\_\_

Player Name: \_\_\_\_\_

Player FFA#: \_\_\_\_\_

### BANK DETAILS

BSB: \_\_\_\_\_ - \_\_\_\_\_

Account Number: \_\_\_\_\_

Account Name: \_\_\_\_\_

Bank/Institution Name: \_\_\_\_\_

Amount Requested: \$\_\_\_\_\_ (note institution fees and charges and other charges will be deducted)

### REASON FOR REFUND

(please tick the appropriate reason)

\_\_\_\_\_ Applying Get Started Voucher

\_\_\_\_\_ Overpayment (seeking a refund for overpayment of second and subsequent player)

\_\_\_\_\_ Other - Please note that the club has a stated **NO REFUND** policy – extenuating circumstances must exist and this request must be accompanied by a letter to the Secretary explaining reasons why a refund of registration is requested and will presented to the Board for Directors at the next available meeting (meetings typically every 4 weeks) for consideration. Association Fees will be refunded but **MUST** be approved by Football Queensland before they can be processed, so please allow sufficient time for Football Qld to approve (see Football Qld website for refund details).

Please note: that all refunds applied for will incur a deduction of all institution fees and charges as well as a possible Admin Fee and other charges – you will not receive a full refund of fees as we are not able to reverse transactions.

Please complete this form and any accompanying information to scan and email to [admin@mtgravatthawks.org](mailto:admin@mtgravatthawks.org) or post to PO Box 6203, Upper Mt Gravatt, Qld 4122

Please note that any requests for refunds other than Get Started Vouchers or Overpayments will be Please allow up to 14 days for processing.