

OTHER USERS CANCELLATION FORM

Other Users who have purchased a permit can only claim refunds for a period of six-months or longer. The cancellation will be effective one month from the date of receipt of the cancellation form. The cancellation form will therefore need to be received before the beginning of the 5th month. No refunds will be given for periods of less than 6 month duration.

Title:

Surname:

Forename:

Tenant Name:

Location:

Car Details:

Veh Reg No:

Colour:

Make:

Model:

Bank details:

Name of Bank:

Account Name:

Account Number:

Sort Code:

IBAN/SWIFT (if outside UK)

Address Remittance Advice Note is to be sent to:

Post Code:

Contact Tel. No:

Declaration:

I wish to cancel my parking from the following date:

Signature:

Date:

Completed forms should be returned to carparks@ulster.ac.uk

Office use only

Permit Start Date :

Months to be refunded:
(Minimum refund is 6 months)

Approved:

Date:

Amount Refunded:

Date:

Cancelled On Computer:

Date:

Sent to Finance:

Date: