

# RALEIGH PARK - REFUND REQUEST FORM

Name: ..... Derwent Students ID.....

Court/ Flat/ Room: ...../...../.....

Name of Bank									
Name on Account									
Account No.									
Sort Code									
Bank statement	Received			Not Rec'd					

**Please note: if you are an international student DO NOT close your UK bank account. If you do not have a UK bank account we will refund to your international account but this will incur bank charges.**

IBAN .....

BIC Code .....

Signed.....(Tenant).Date.....

Signed.....(Derwent Students)Date.....

**PLEASE NOTE: Returning your keys does not constitute the end of your tenancy agreement. Your contract ends on the date stated in your Tenancy Agreement unless you have received confirmation from Derwent students to the contrary.**

**Office Use Only**

- |   |  |
|---|--|
| ROOM KEY <input type="checkbox"/>             | ACCESS FOB <input type="checkbox"/>            |
| INSPECTION COMPLETED <input type="checkbox"/> | BANK DETAILS VERIFIED <input type="checkbox"/> |

**New Contract:**

Student Name	
Student ID	
Start Date	