



61-63 O'Shannessey St, Papakura 2110
 P O Box 72-243, Papakura, 2244
 Ph (09) 295-0515 Fax (09) 296-2632
 Email: papakura.services@veoliawater.co.nz
 Tax Invoice GST Reg No. 67 868 439

REFUND REQUEST APPLICATION
 (NB: We endeavour to process refunds within 3 working days of application)

Date of Application:		Veolia Account Number:	
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Customer Details:					
First Name				Surname	
Customer ID (TICK AS REQUIRED)	Drivers Licence	<input type="checkbox"/>	Passport	<input type="checkbox"/>	Other
Contact Numbers	Ph.		Mob.		
Property Address					

Refund Details:					
Reason For Refund (TICK AS REQUIRED)	Over Payment on Account	<input type="checkbox"/>	Duplicated Payment	<input type="checkbox"/>	Acct in Credit after Special Reading
	Other:				
Refund Amount	\$				

Bank Account Details:														
Bank Account No				-										
	BANK	BRANCH				ACCOUNT NUMBER					SUFFIX			
Name on Account														

**Please supply a deposit slip or copy of your bank account number validated by your bank.
 Your refund will not be processed without this.**
PLEASE NOTE: Veolia accepts no responsibility for incorrect bank details provided by the customer.

Property Owner gives consent for Tenant to receive the refund:					
Consent from Owner attached	YES	<input type="checkbox"/>	NO	<input type="checkbox"/>	N/A

Customer's Signature	
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Refund Processed in Customer Service by:	Name:		Signature:	
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Management Approval:		
Authorised by:	Processed in Finance by:	Process Completed by:
_____	_____	_____

Office Use Only			
Copy of Customer's Photo ID		Copy of Customers Bank Deposit Slip	
Copy of account balance with credit		Scanned Docs to Account	
Updated Gentrack to reflect refund			