

**FAIRBANKS NORTH STAR BOROUGH  
PARKS & RECREATION DEPARTMENT  
REQUEST FOR REFUND/ACCOUNT CREDIT**

DATE: \_\_/\_\_/\_\_

**PARTY REQUESTING      REFUND      OR      ACCOUNT CREDIT**

NAME: \_\_\_\_\_

(The name listed above must be identical to the name on the original receipt).

PHYSICAL ADDRESS: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_

MY REC INVOICE/TRANS#: \_\_\_\_\_ AMOUNT OF REQUEST: \$ \_\_\_\_\_

FACILITY: \_\_\_\_\_

REASON FOR REQUEST: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

SIGNATURE: \_\_\_\_\_

RECEIVED BY: \_\_\_\_\_

**REQUEST:**

APPROVED: \_\_\_\_\_

DENIED: \_\_\_\_\_

DATE: \_\_\_\_\_

SIGNED: \_\_\_\_\_

Director or Designee, Parks & Recreation

Date Credit Isused : \_\_\_\_\_ Intials: \_\_\_\_\_