



## REFUND REQUEST

426 King Street  
Newcastle West, NSW, 2302

Phone: 1300 441 433

Email: [workforcegeneralenquiries@avetta.com](mailto:workforcegeneralenquiries@avetta.com)

Requested by:

Requested date:

Please complete **all fields** below to ensure no delay to your request

WAS YOUR PAYMENT COMPLETED THROUGH PAYPAL?

(Please select a response and note corresponding requirements advice)

Yes – Attach a copy of your PayPal receipt

No/Unsure – Enter first 6 and last 3 digits of the credit card number below

COMPANY NAME:

APPLICANT NAME:

FIRST 6 AND LAST 3 DIGITS OF CREDIT CARD NUMBER (must be the same card number as original purchase):

CREDIT CARD TRANSACTION DATE:

INVOICE RECEIPT NUMBER (if available):

REFUND AMOUNT:

EMAIL ADDRESS TO SEND ADVICE:

REASON FOR REFUND:

Return completed form to [workforcegeneralenquiries@avetta.com](mailto:workforcegeneralenquiries@avetta.com).