



REQUEST FOR REFUND

Request for refunds shall be submitted by completing the following form. Other informal requests cannot be processed.

Date: _____

Permit No. _____ Address: _____

I/we _____ hereby request a refund for the following reason (**be specific**):

Has the person or company applying for this refund filed for bankruptcy protection that could affect this refund request?

Circle one: YES or NO

If you circled YES, this request **must** include the following information:

- Chapter Filing Type (7, 11, or 13)
- Case Number
- Name, address and phone number of the trustee where a trustee has been assigned or include a statement that you or your company is acting as debtor in possession and that no challenges have been made to that status.
- A copy of the petition filed with the United States Bankruptcy Court.

Refund will be issued to the party that is listed on the original receipt, any exceptions will require a letter from the original receipt recipient, authorizing the Town of Gilbert to release payment to a third party.

Remit Check to: _____
Name

Mailing Address

City/State/Zip

Phone Number

Signature and Printed Name