

Student Housing & Hospitality Services

SHHS Main Office, Marine Drive Building 6
2205 Lower Mall, Vancouver, BC V6T 1Z4
Tel: 604.822.2811

Return form via fax to: 604.822.6935

Return form in person or mail to:
Student Housing & Hospitality Services
SHHS Main Office, Marine Drive Building 6
2205 Lower Mall, Vancouver BC V6T 1Z4

Request for Refund/Transfer of Remaining 17W Meal Plan Dollars

Please print clearly using BLOCK letters

Last Name _____ First Name _____

Student Number _____

Phone Number _____

Email Address _____

RESIDENCE DOLLARS

- a. Transfer to a Carryover Plan at no charge
 b. Transfer to a Gift Card at no charge

FLEX DOLLARS

- a. Transfer to a UBCCard Plan at no charge
 b. Transfer to a Gift Card at no charge
 c. Refund by cheque or credit card (please complete Refund Details below). ***\$25 refund fee will apply.***

TERMS AND AGREEMENT

- All requests for transfers or refunds must be received by **May 7th, 2018**. All requests received after May 7th, 2018 will be declined and all outstanding balances will be automatically transferred as follows:
 - Remaining Residence Dollars will be transferred to a Carryover Plan at no charge
 - Remaining Flex Dollars will be transferred to a UBCCard Plan at no charge
- The refund will be calculated as the ending flex dollar balance, less the refund fee of \$25.00.
- Gift Cards must be picked up from the Student Housing & Hospitality Services Admin Office, in-person, with photo identification. They will be available for pick up between May 25th, 2018 and September 16th, 2018. Gift Cards not collected by September 16th, 2018 will have their balances forfeited.
- Meal dollars transferred to a UBC Food Services Gift Card or the Carryover Plan are non-refundable, cannot be redeemed for cash and/or applied as payment to any other UBC Food Services accounts.
- The value of the gift card will not be replaced if the gift card is lost, stolen or destroyed.
- Gift cards may be used at all Food Services locations, paying the posted retail price.

I, the undersigned, have read, understand and agree to the UBC Food Services Request for Refund of Remaining Flex Dollars Terms and Agreement stated above. I request Food Services Meal Plan Office to refund any remaining Flex Dollars. I understand this refund is subject to a \$25.00 administrative refund fee. If my remaining balance is \$25.00 or below, I will not receive a refund.

Student's Signature _____ Date _____

Refund the eligible Flex Dollars to:

Credit Card # _____ Exp. Date _____

Or

Mailing Address:

Street _____

City _____ Province/State _____

Country _____ Postal Code _____