

## REFUND REQUEST FORM - UK BANKS

<b><u>NAME OF STUDENT</u></b>	<b><u>STUDENT NUMBER</u></b>

<b><u>NAME OF ACCOUNT / BENEFICIARY</u></b>	<b><u>PLEASE TICK BOX IF NOT YOUR ACCOUNT</u></b> <input type="checkbox"/>
<hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> <p><small>***THIS IS THE BANK ACCOUNT NAME TO BE CREDITED**</small></p>	<b><u>STATE REASON FOR PAYMENT TO THIRD PARTY (PAID ONLY IN EXCEPTIONAL CIRCUMSTANCES)</u></b> <hr style="border: 0; border-top: 1px solid black; margin-top: 10px;"/>

<b><u>HOME ADDRESS (as stated on bank account details)</u></b>

<b><u>STUDENT BANK DETAILS</u></b>	
<b><u>BANK NAME</u></b> <hr style="border: 0; border-top: 1px solid black; margin-top: 5px;"/>	
<b><u>BANK BRANCH</u></b> <hr style="border: 0; border-top: 1px solid black; margin-top: 5px;"/>	
<b><u>ACCOUNT NO:</u></b>	<b><u>SORT CODE:</u></b>

<b><u>ROOM DEPOSIT / ACCOMMODATION / TUITION REFUND (DELETE AS APPLICABLE)</u></b>	<b><u>AMOUNT</u></b> <hr style="border: 0; border-top: 1px solid black; margin-top: 5px;"/>
--	---

<b><u>SIGNATURE:</u></b>	<b><u>DATE:</u></b>

Please complete and post to: The Income Office, Entrance B, The Tawney Building,  
Keele University, Keele, Staffordshire, ST5 5BG.