



# Refund / Transfer Request

Please invoice \$25.00 admin fee

Check   
  Credit Card   
  Credit on File   
  Credit Invoice

Transfer to: Different Seminar

Today's Date:	11/20
To:	Pattie
Requested by:	Kirstie
Company:	Lycoming County Water and Sewer Auth
Address:	PO Box 186 Montoursville PA, 17754
Attendee(s):	Tom Young
Course:	#3608 on 12/6

Credit Card # Check #	Reason for Refund	Amount to Credit/Refund	Approval Signature

**Notes**  
Credit from PRWA cancelled class for #3608 but now he is cancelling out of #3608

Accounts Payable/Receivable	
Date:	
Amount Refunded:	
Check #:	



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Please invoice \$25.00  
admin fee

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Transfer to: Different Seminar

From #2967 on 7/10 to #317 on 7/26

Today's Date:	7/13/18
To:	Pattie
Requested by:	Kirstie
Company:	Wilksburg Penn Joint Water Auth.
Address:	2200 Robinson Blvd, Pittsburgh PA, 15221
Attendee(s):	Willaim Grassi
Course:	

Credit Card # Check #	Reason for Refund	Amount to Credit/Refund	Approval Signature

**Notes**

**Accounts Payable/Receivable**

Date:	
Amount Refunded:	
Check #:	



# Refund / Transfer Request

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Today's Date:	7/24/18
To:	Pattie
Requested by:	Kirstie
Company:	Dauphin Borough
Address:	200 Church Street, Dauphin PA, 17018
Attendee(s):	Troy Toland
Course:	#1752 on 7/25

Credit Card # Check #	Reason for Refund	Amount to Credit/Refund	Approval Signature

Copies of documents attached  
for matching with file sources:

Accounts Payable/Receivable	
Date:	
Amount Refunded:	
Check #:	