



CASHNet Refund Request Form

Department  Date

Original Transaction: #  Date  Amount \$

*\*Transaction number is the "Receipt #" located at the top of the CASHNet receipt.*

**Refund Amount** \$

*\*This is the amount that will be credited back to the customer's credit card*

Print Name: \_\_\_\_\_ Approved By \_\_\_\_\_

Date \_\_\_\_\_

E-mail  ext.

*\*Confirmation of completed transaction will be sent to this e-mail address.*