



Whitefish Parks and Recreation Department Refund Request Form

Whitefish Parks and Recreation programs are non-refundable. However, under certain, extenuating circumstances, the City Manager may choose to offer a refund after consideration of this written request.

I have read and understand the above refund policy of the City of Whitefish and submission of this document does not guarantee that a refund will be awarded.

Today's Date: _____

Applicant's Name: _____

Mailing Address: _____ City, State, Zip: _____

Phone Number: _____ Email: _____

Name of Program: _____

Program Start Date: _____

Refund Amount Requested: _____

Reason for Refund Request: _____

Submit Completed Forms to profficemgr@cityofwhitefish.org

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For Office Use Only

Date Received by Office Manager: _____

Date Received by Recreation Coordinator: _____

Recreation Coordinator Comments: _____

Date Received by City Manager: _____

City Manager Comments: _____

Decision: Full Refund _____ Pro-rate or credit _____ Request denied _____

Reason for denial: _____

Refund/Credit Amount: \$ _____ Revenue Account Number: _____

City Manager: _____

Signature

Date