



Bonner Springs Parks & Recreation

Refund Request Form

To be considered eligible for a refund, this request form must be filled out and sent to the contact below. Please keep in mind that is a request only and does not guarantee a refund. We thank you for our business and hope that we may see you again in the future.

Bonner Springs Parks & Recreation Department
Attn: Recreation Coordinator
200 East 3rd Street, Bonner Springs, KS 66012

Note: If a refund is granted, please allow 2-4 weeks for processing; you will be contacted as to the status of your request. All refunds will be given in the form of a check regardless of payment method. Please print legibly. You may be asked for further clarification and/or proof of reasoning behind the request (i.e. moving, illness, etc.).

Name on Account/ Main Contact: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone Number: _____ Email: _____

How would you like to be contacted? Phone Email

Refund Request (item/activity/product/etc.): _____

Date Purchased: _____ Receipt # (if known): _____

Reason you are requesting a refund: _____

*****FOR OFFICE USE ONLY*****

Date received: _____ Status: Approved/Denied Date Issued: _____

Status Reason: _____