



## Refund application form

This form should be completed by the person nominated as the Contact Person, on behalf of others in the party. This application is only for the Overland Track pass as per your receipt. Applications for refund will be considered according to the cancellation circumstances outlined in the Terms and Conditions (Section 4. Cancellations).

Application for refund must be submitted no more than 14 days after the booked departure date. If received outside of 14 days, no refund is given. Please ensure all necessary documents (medical certificates etc) are attached to enable us to process your application. Please allow 30 days for processing of application and refund. Refunds cannot be made in cash.

If you have purchased a Tasmanian National Parks Pass and are no longer visiting Tasmania please email [parkfees@parks.tas.gov.au](mailto:parkfees@parks.tas.gov.au) to apply for a refund.

### How to submit this application:

Email: [overlandtrack@parks.tas.gov.au](mailto:overlandtrack@parks.tas.gov.au)

Overland Track Administrator  
Tasmania Parks and Wildlife Service

### PLEASE COMPLETE

Booking number: ..... Departure date: .....  
(this appears on your booking receipt)

Name of contact person: ..... Contact phone: .....

Postal address: .....

Names of those requiring refunds:	Office use only		
	Fare type	Cancellation fee %	Refund \$
Total:			

Item Code	Description	Account Number
9923024118	OT Full (F)	501410301149
9923024125	OT Concession (CON)	501410301149
9923024170	OT Child (CH)	501410301149

**Please outline why you require a refund:**

.....

.....

.....

.....

.....

.....

If you wish to claim a refund on the Information Pack, you must notify the bookings administrator (see previous page for contact details) as soon as possible, so they can cancel the mail out of the Info Pack. Refund will only be considered if the package has not been mailed.

**Refund to credit card**

Please note that banking legislation requires refunds of credit card payments be made back to the same credit card from which the payment originated. If your original payment was by credit card and can no longer be made back to the same credit card then you will need to contact us to make alternate refund arrangements.

Credit Card type (please tick)                      MasterCard       Visa

Name of Card Holder .....

Credit Card Number

Credit Card Expiry Date (mm/yy)  /

Cardholder signature .....

Your personal information will be used only for the primary purpose for which it is collected, and will be managed in accordance with the *Personal Information Protection Act 2004*.

<b>Office use only</b>	
Application received (date)	/ /
Administration Notes:	
\$ Total:	
Signature of Administration Officer:	
Approved by Supervisor:	
Date provided to Finance:	/ /