



Waynesboro Area YMCA

“Friendliest Place in Town”

VOUCHER/REFUND REQUISITION

Requestor Name _____ Date _____

Mailing Address _____

City _____ State _____ Zip _____ Phone # _____

MEMBERSHIP

A full refund will be issued in the first 30 days. After 30 days, membership fees are prorated and the Joiner’s fee is non-refundable. For monthly EFT members, an EFT Cancellation Form must be completed and requires 30 days notice to terminate.

Member Name _____ Birth Date _____

Membership Type _____ Amount Paid (attach receipt) _____

Requested Amount _____ Date Paid _____ Cancel Membership? Yes No

Request Reason: Illness/Medical Moving Financial Lack of Use Downgrade

Comment/Other _____

PROGRAM

A prorated voucher will be issued with the exception of programs where we have made commitments based on your expected participation. The YMCA reserves the right to cancel any program that does not meet minimum enrollment.

Program Participant _____ Birth Date _____

Program Description _____ Requested Amount _____

Amount Paid (attach receipt) _____ Date Paid _____ Cancel Registration? Yes No

Request Reason: Illness/Medical Moving Rental Deposit Lack of Use Cancelled

Comment/Other _____

Signature _____

Date _____

For Office Use Only

Director Approval _____ Date _____ G/L# _____ Amount _____

Comments _____

VCH# _____ Amount _____ MFPO Date _____

Executive Director _____

Date _____

Finance Director _____

Date _____

Rec'd Staff Initials _____

Date _____

Voucher

Refund