



**NUstudenthomes
Property Management Service**



Damage Deposit Refund Request Form 2016-17

Damage deposit refunds due following departure and property inspection will be refunded by BACS direct to the bank account supplied on this form

If you do not have a UK bank account a Foreign payment refund form is available on request from the Accommodation Finance Team Telephone: 0191 208 1971.

Failure to complete and return a refund request form will result in delays in the refund of your deposit.

Student Name:

Student No:

Property:

Please complete with UK bank account details only

Account Holder Name:

Sort Code:

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 Account No:

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Bank Name:

Bank Address:

..... Post Code:

Student Signature: Date: __/__/__

Telephone No:

Form to be returned to following address by hand or post DO NOT SEND BY EMAIL:

*Finance Team
Accommodation Service
Student Services
Newcastle University
King's Gate
Newcastle upon Tyne
NE1 7RU*