

# Refund request for credit on a former Orbit tenancy

Please complete and sign this form and return it to:

Miscellaneous Income Team, PO Box 6406, Coventry, CV3 9NB

Or email: [MiscellaneousIncomeTeam@orbit.org.uk](mailto:MiscellaneousIncomeTeam@orbit.org.uk)

Address of former tenancy: .....

.....

.....

I write to confirm that the credit on this account should be refunded as follows (tick your preferred option and then complete the relevant section).

**Option 1: By bank transfer (BACS)**

Name of bank:

Bank account name:

Bank account number:

Sort code:

Building society roll number:

**Option 2: By cheque**

Made payable to:

Address cheque to be sent to:

## How to get in touch

For further information please email us at: [info@orbit.org.uk](mailto:info@orbit.org.uk)

Or call: **0800 678 1221**

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building communities

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For security purposes, please confirm your date(s) of birth:

Name of tenant:	_____	Date of birth of tenant:	_____
Name of joint tenant (if applicable):	_____	Date of birth of joint tenant (if applicable):	_____

## Signed

Signature of tenant:	_____	Date:	_____
Signature of joint tenant (if applicable):	_____	Date:	_____

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