



# Curriculum Return Form

Subject	Book Title	Publisher	Reason for Return

A restocking fee of \$75 will be accessed if this exchange is not within the 30 day exchange time-frame. Please note that refunds take up to thirty (30) business days to be processed. If after thirty (30) business days you have not received your refund, please call the financial office at (610) 266-9016 ext. 104 or 119. Please initial the agreements below:

1. *I have read Bridgeway's refund policy in the Parent Handbook and believe that I am eligible for a refund once the enclosed materials are received in the Bridgeway Office.* \_\_\_\_\_ (initials)
2. *I would like to keep some of the academic materials shipped to me. Please deduct the cost from the amount owed to me.* \_\_\_\_\_ (initials) *The materials I would like to keep are listed below:*

**For Office use Only**

Materials received by warehouse:      Initials: \_\_\_\_\_      Date: \_\_\_\_\_

Processed by Finance:                      Initials: \_\_\_\_\_      Date: \_\_\_\_\_

Amount Refunded:                              \$ \_\_\_\_\_