

Key Deposit Refund Request

If you are returning a locker or carrel key for your deposit refund you must fill out the following information.

The key must be attached to this form for us to process the refund. A form turned in without a key attached will not be processed and will not be considered a renewal. You are still responsible for turning in either a completed renewal form or this form with a key attached by the set due date.

All information must be filled out for us to process your refund.



Locker or Carrel Number: _____

Name: _____

GOCard Number: _____

Mailing Address: _____

Email Address: _____

Signature: _____

Date: _____

Attach Key Above

Staff Use Only

Key and Form received by (print name): _____

Date: _____