

**Please fill out this form, make a copy for your records
and mail it to:**

**Norwescon
Attention: Registration
PO Box 68547
Seattle, WA 98168-0547**

NORWESCON REQUEST FORM FOR
MEMBERSHIP REFUND

I, _____ will not be able to attend Norwescon # _____. I am
(PLEASE PRINT)
submitting this request for a refund of \$_____ for my membership. I have attached a copy of
my membership form, as required, and a statement of why I am requesting a refund. I understand
that as a general rule memberships at Norwescon are not refundable. Exceptions are granted on a
case-by-case basis. Approval is by the Member Services Department Head, and one other
Executive Team member, in coordination with the Head of Registration. If a convention badge
was issued, it must be returned before a refund will be considered. If the membership was paid in
cash, the refund will be issued in cash; otherwise, the refund will be paid by check 6 to 8 weeks
after the convention.

Badge # _____ was returned to _____

Member Signature _____ Date: ____/____/____

Registration Use only:

Date completed form was received by Norwescon Registration: ____/____/____

YES NO
____ / ____ Member Services Dept. Head _____ Date: ____/____/____

____ / ____ Head of Registration _____ Date: ____/____/____

____ / ____ Executive Team Member _____ Date: ____/____/____

Date \$_____ in (cash) / (check # _____) was (handed) / (mailed) to member: ____/____/____