



**Corporate Centre**  
273 Main Street (PO Box 1618)  
Bairnsdale Victoria 3875  
**Telephone:**(03) 5153 9500  
**National Relay Service:**133 677  
**Residents' Info Line:**1300 555 886  
**Facsimile:**(03) 5153 9576  
**Email:**feedback@egipps.vic.gov.au  
**ABN**81 957 967 765

## CARAVAN PARK REFUND REQUEST FORM

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### Contact Details

*Name must match the booking name. If you were booked within a group, please also include Group Name.  
Group booking guests will be contacted via the phone number provided with the booking.*

Name:

Phone:

Residential Address:

Email:

Caravan Park:

Booking Number:

*(If known)*

How would you like to receive funds?

Direct Credit

Client Account Credit

Refund

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If you indicated that you would like to receive a direct credit refund, a form requesting bank details, please complete the attached bank account details form and return to [commercialbusiness@egipps.vic.gov.au](mailto:commercialbusiness@egipps.vic.gov.au). Alternatively, it can be posted to PO Box 1618, Bairnsdale, VIC, 3875. Attention - Commercial Business.

We ask that if you intend to return to the park at another date, to consider requesting funds to be placed in a client account for your future booking.

Due to the extent of affected bookings, we are working to have funds placed or refunded as soon as possible.

Once your preferred refund is completed, a receipt will be emailed to the provided address.

Lastly, we appreciate your patience and understanding during this time, and are looking forward to welcoming you back to our parks when you return.

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### Office use

Date completed: \_\_\_\_\_

Officer completed: \_\_\_\_\_

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### Bank Details

Date:

Email for remittance :

EFT Only

Bank Account Name :

BSB :

Acct Number:

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