



## St Benedict's Catholic Parish – Refund Policy

- All requests for refunds must be made in writing and addressed for the attention of the Parish Priest, and emailed to [admin.northlakes@bne.catholic.net.au](mailto:admin.northlakes@bne.catholic.net.au)
- The request should note all the details in regard to the request for refund of the initial payment/donation; including the date, amount, name of the payee/donor, receipt number and what the nature of the error is.
- Errors made by the St Benedict's Parish or its banking institution, will have a full refund made upon notification.
- For errors in amounts paid/donated, a Payee/Donor has 60 days in which to notify the St Benedict's Parish of the error.
- The St Benedict's Parish is under no obligation to give a refund if an error has been made on your part, but endeavours to ensure that any genuine errors (such as amounts donated) are rectified.
- The St Benedict's Parish, which is a non profit organisation, reserves the right to deduct any bank or transaction charges for any refund processed onto the payee/donor.