

INSTALLMENT AGREEMENT CANCELLATION & RETURN FORM

Request for Contract Termination and Merchandise/Services Return

SELLER / INSTITUTION NAME

CONTACT NUMBER / EMAIL

BUYER INFORMATION

FULL NAME

ACCOUNT / AGREEMENT NUMBER

BILLING ADDRESS

PHONE NUMBER

EMAIL ADDRESS

DATE OF AGREEMENT

ORIGINAL PURCHASE & INSTALLMENT DETAILS

Item Description / Service Details	Qty	Total Purchase Price

DOWN PAYMENT PAID

TOTAL INSTALLMENTS PAID TO DATE

REMAINING BALANCE

REASON FOR CANCELLATION / RETURN

- Exercising Right of Rescission (Cooling-off Period)
- Defective / Damaged Merchandise

- Product / Service Not as Described
- Mutual Agreement of Termination
- Other (Please specify below)

SETTLEMENT AND REFUND CALCULATIONS

GROSS REFUND AMOUNT

LESS RESTOCKING / CANCELLATION FEE

NET REFUND / ADJUSTED BALANCE DUE

By signing below, the Buyer requests the cancellation of the aforementioned Installment Sales Agreement. The Buyer acknowledges that returned merchandise must be received by the Seller in acceptable condition as defined by the return policy before any refunds are processed. Upon acceptance and execution of this cancellation form, both parties agree to release each other from any further financial liabilities or obligations arising under the original installment contract, subject to the final settlement calculation indicated above.

BUYER SIGNATURE

DATE

AUTHORIZED COMPANY REPRESENTATIVE SIGNATURE

DATE