

**MANATEE COUNTY AREA TRANSIT  
REFUND REQUEST FORM**

Manatee County Area Transit (MCAT) Para-transit (i.e. Handy Bus) Pre-paid fare deposits are refundable upon request and the following conditions apply:

**PARA-TRANSIT PREPAID DEPOSIT REFUND PROVISION REQUIREMENTS**

- Refunds are not subject to any administrative fees.
- Minimum refund request(s) is \$10.00. No request(s) below \$10.00 will be processed.
- The passenger must have a pre-existing pre-paid fare account with a current balance of \$10.00 or more.

Account #: \_\_\_\_\_

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

Requestor's Name (print): \_\_\_\_\_ Phone: \_\_\_\_\_

Handy Bus Passengers Name (print): \_\_\_\_\_ Phone: \_\_\_\_\_

Requestor's Relationship to Passenger (print): \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City \_\_\_\_\_ Zip: \_\_\_\_\_

Reason for Request: \_\_\_\_\_

Signature of Requestor: \_\_\_\_\_

***STAFF USE ONLY:***

**CALCULATIONS & COMMENTS**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**TOTAL OF REFUND:** \_\_\_\_\_

Preparer Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Reviewer Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Fiscal Division Approval: \_\_\_\_\_ Date: \_\_\_\_\_