



SCHOOL TRANSPORT
REFUND APPLICATION FORM

Application Form should be completed in Block Capitals

APPLICANTS NAME:			
ADDRESS:			
PHONE:		MOBILE:	
FAMILY I.D. NO.			
TICKET TYPE: PP ELIGIBLE: <input type="checkbox"/> PP CONCESSIONARY: <input type="checkbox"/> PRIMARY ELIGIBLE <input type="checkbox"/> PRIMARY CONCESSIONARY <input type="checkbox"/>			
AMOUNT PAID: € ____ . ____	CASH: <input type="checkbox"/> POSTAL ORDER: <input type="checkbox"/> CHEQUE: <input type="checkbox"/> ON LINE CREDIT/DEBIT CARD <input type="checkbox"/>		
<i>NB: Any monies refunded in respect of On Line payments will be refunded back to the credit/debit card used.</i>			
<u>REASONS FOR REFUND REQUEST:</u>			
<u>GENERAL CONDITIONS:</u> All tickets issued by Bus Éireann under the School Transport Scheme are issued subject to the bye-laws, regulations and conditions contained in the publications and notices of or applicable to Bus Éireann. Please note that Bus Éireann accepts no obligation to refund monies paid in respect of school transport charges, <i>except</i> in circumstances where a valid Medical Card (pupil's own) has been submitted. (Eligible pupil's only).			
<ul style="list-style-type: none"> ○ Claims for refunds, other than Medical Card refunds, will be considered solely at the discretion of Bus Éireann and will be subject to such administration charges as Bus Éireann may deem appropriate. ○ Tickets which are lost, stolen, mutilated or defaced, will not be considered for refund. Application for Replacement Tickets can be made to your local Bus Éireann School Transport Office. ○ There is no reduction for one-way, reduced, or irregular travel. ○ In order to claim a full refund of school transport fees paid for a School Year, the school transport ticket must be returned prior to the commencement of that School Year. ○ Applications for refund received after the commencement of the School Year will be considered for a partial refund only. ○ In circumstances where transport is withdrawn due to misbehaviour, damage caused, or where the ticket holder is in breach of any of the conditions under which Bus Éireann tickets are issued, no refund will be allowed. 			
SIGNED:			
DATE:			
<i>Please ensure that pupil's school transport ticket / pupil's medical card is submitted with your application.</i>			

PLEASE SEND COMPLETED APPLICATION FORM TO
YOUR LOCAL BUS ÉIREANN SCHOOL TRANSPORT OFFICE.