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Atlas Travel & Holidays Inc.

World Class Airline Consolidator

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LOC/File # **Cancellation & Refund Request Form**

Agency Name: Phone No :

Booking Agent Full Name:

Agency Address :

Passenger(s) Full Name:

Itinerary:

Departure Date:

Total Ticket Amount:

Original Form of Payment:

Total Commission:

Penalty per Passenger:

Total Refund Penalty include your Fee:

Refund is possible only on Refundable ticket. Please check the Ticket rules

Documents needed to Refund the Ticket. Ticket will be refunded as soon as we receive the following documents.

- **Cancellation & Refund Request Form**
- **Any Commission you received**
- **Refund Fee**
- **Original Ticket (If Paper Ticket)**

PLEASE READ CAREFULLY

I, hereby the above information is true; and I give full authorization to ATLAS TRAVEL to Cancel and Refund the above mentioned File. I confirm that Passenger agree with total refund penalty. I'll take full responsibility of the charge, if card holder/Passenger with any reason decline, reject or challenge the Refund Fee amount for the above mentioned transaction, and fully responsible for settlement by cash or company cheque

Agent Name: **signature:**

Comment: