



# PAVILION CANCELLATION REQUEST FORM

Updated 9/2025

Your Name \_\_\_\_\_ Phone Number \_\_\_\_\_

Email Address \_\_\_\_\_

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

Pavilion Reserved \_\_\_\_\_ Reservation Date \_\_\_\_\_

Reason for Cancellation \_\_\_\_\_

\* FOR ELIGIBLE CANCELLATIONS, IF NO REFUND OPTION IS SELECTED, A REFUND CHECK WILL BE MAILED \*

## **REFUND OPTIONS**

For a refund, requests must be received in writing no later than 7 days prior to the reservation date.

<input type="checkbox"/> Check	Check will be mailed if the reservation was paid with cash or check.
<input type="checkbox"/> Return to credit/debit card	Money may be returned to the credit card if reservation was made within the last 90 days.
<input type="checkbox"/> Credit to Parks & Rec account	Credit will be available for immediate use once cancellation is complete.
<input type="checkbox"/> N/A	Refunds are not available for cancellations within 7 days of the reservation date.

Signature \_\_\_\_\_ Date \_\_\_\_\_

MURRAY PARK OFFICE | 296 E. MURRAY PARK AVENUE, MURRAY, UTAH 84107 | 801-264-2614

RETURN COMPLETED FORM TO: [JBAIRD@MURRAY.UTAH.GOV](mailto:JBAIRD@MURRAY.UTAH.GOV)