



## MACLAB TICKET REFUND REQUEST FORM

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

Name: \_\_\_\_\_

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

City/Province/PC: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email (optional): \_\_\_\_\_

**Please provide a copy of all relevant tickets as proof of purchase.**

**All request forms must be submitted by one of the following methods:**

**1) Drop off:**

In the drop box located at the front doors of the Leduc Civic Centre  
City of Leduc  
1 Alexandra Park, Leduc, AB T9E 4C4  
Attn: Eleanor – Maclab Refund

**2) Mail:**

City of Leduc  
Attn: Eleanor – Maclab Refund  
1 Alexandra Park  
Leduc, AB T9E 4C4

**3) Email:**

Attach proof of purchase and filled refund form and send to:  
[maclabcentre@leduc.ca](mailto:maclabcentre@leduc.ca) Subject:  
Eleanor – Maclab Refund

*Freedom of Information and Protection of Privacy (FOIP) Statement*

*This personal information is being collected under the authority of section 33(c) of the FOIP Act and will be used for administrative purposes and to determine and where applicable provide any refund due for tickets purchased from the City of Leduc. All information collected by the City of Leduc is protected by the provision of the FOIP Act. You may direct your questions about the collection, use, or disclosure of your personal information by contacting the City of Leduc at (780) 980-7173.*