

**MOCS CARD SERVICES**  
**REQUEST FOR ACCOUNT CLOSURE**  
**(CAMPUS, FOOD, OR BOOK POINTS ONLY)**

Fax Completed form to (423) 425-4795

DATE: \_\_\_\_\_

NAME: \_\_\_\_\_ UTCID: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

\_\_\_\_\_

PHONE #: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

REASON: \_\_\_\_\_

TENDER TYPE AND AMOUNT OF REFUND:

BOOK POINTS            \_\_\_ \$ \_\_\_\_\_

FOOD POINTS            \_\_\_ \$ \_\_\_\_\_

CAMPUS POINTS        \_\_\_ \$ \_\_\_\_\_

TOTAL POINTS            \$ \_\_\_\_\_

DEDUCT SERVICE FEE    \$ (15.00)

AMOUNT REQUESTED     \$ \_\_\_\_\_

Please be advised that a \$15.00 service fee will be deducted from the requested amount along with any outstanding debt owed to the University. Refund checks will be mailed to the above address.

SIGNATURE: \_\_\_\_\_

MOCS CARD/BURSAR OFFICE USE ONLY

AMOUNT REQUESTED: \_\_\_\_\_

OUTSTANDING DEBT: \_\_\_\_\_

TOTAL REFUND: \_\_\_\_\_

DATE PROCESSED: \_\_\_\_\_