

Sussex County Association of REALTORS®
 23407 Park Avenue
 Georgetown, DE 19947
 Phone (302) 855-2300 Fax (302) 855-2319

CLASS CANCELLATION/TRANSFER FORM

To cancel from a class, please fill out the appropriate information in the table below. **No refund will be given to students who are no-shows or who cancel after the cancellation deadline (5 business days before class).** Cancellations will only be accepted with this form. Please note there is a **\$15 fee for each cancellation.**

CLASS CANCELLING (Class Code)	DATE	TIME

To transfer to another class, please fill out the appropriate information in the table below. Transfers will only be accepted with this form. **Form must be submitted at least five (5) business days prior to class date.**

Please note there is a **\$5 fee for each transfer.**

TRANSFERRING FROM (Class Code)	DATE	TIME	TRANSFERRING TO (Class Code)	DATE	TIME

Student's Name: _____ Phone#: _____

Credit Card #: _____ Exp. Date: _____

Cardholder Address: _____ Zip Code: _____

Check# _____ Cash \$ _____ Signature: _____

Total Amount due for Transfers: \$ _____ Total of Refund \$ _____