

Travel liquidation

Name:

Account number:
(Please quote the card number used for this transaction)

Company:

Names of persons due to travel: Relationship to you:

1

2

3

4

5

6

Please note: the travel insurance premium won't be reimbursed and any refund claim should be referred to the insurance company, broker or travel agent for advice.

Date of transaction:

Total amount paid on your Barclaycard:

Total amount paid by another method:
(cash/cheque/debit card)

Any amount paid by another credit card:

Less travel insurance premium:

Any other amount that you are claiming for additional expenses incurred:

Total amount you wish to claim:

Were any of the services received? Yes No

If yes, the value of the service received:

Checklist for documentation required

- 1 Copy holiday invoice/confirmation (please note, without this documentation we may not be able to evaluate your claim).
- 2 Letter referring you to your credit card company confirming that the services/holiday will not be provided or any other proof confirming the service will not be provided.
- 3 If any amount paid using another credit card, confirmation that you have or have not approached the organisation and their response.
- 4 Any other documentation you feel is relevant to support your claim.
- 5 Copies of the original airline tickets including, e-ticket or paper ticket.

If you are unable to return any of the relevant documentation please indicate the reasons why in the box below.

Signature (main cardholder):

Date:

On occasions we may need to contact you by telephone, Monday to Friday, about your query. Please provide your contact details below (if appropriate).

8am – 12pm, telephone number:

12pm – 6pm, telephone number:

6pm – 9pm, telephone number: