Fee discount request form

FORM TEMPLATE

Name _____ Role _____ Date _____

* Required

Client *

Invoice number *

Invoice amount *

Discount or write-off amount *

Reason *

○ Financial hardship ○ Rescue or shelter animal ○ Staff pet ○ Service issue ○ Other

Notes

For the reviewer

Reviewed by _____ Decision _____ Date _____ Notes _____