

# Kitchen Refund Guide

With this form, you can apply for a kitchen refund. Make sure everything is filled out correctly. If you are not familiar with the rules, read the paragraphs below. You are not guaranteed to be informed, if something is wrong and prevents the refund, so make sure to double check.

You can expect your refund at the latest 2-4 weeks after your application. It depends a lot on the cashier's schedule, for example during exam time it might be on the longer side. Please remember that the cashier is a volunteer and does not have the time to process these applications every day.

It is best to open this form on a mobile phone or tablet, so people can sign with their fingers on a touch screen. Make sure you have files of each receipt ready, before you fill this out.

Make sure to fill in your personal data correctly, especially the bank data, so the transfer goes through. We do not transfer to international bank accounts because of the fees that come with it. It is your own responsibility to have a bank account that we can refund to.

Sign yourself and get two other people that are using the same kitchen as you to sign as well. This is necessary to confirm that it was a purchase that is also wished for by others in the kitchen.

Then you add your purchases. Please add every purchase separately, even when two items are on the same receipt. (Example: You have bought two pots, a lid and a set of glasses in IKEA. Then you make 3 entries with each the pots, the lid and the glasses and their separate prices.)

## What is getting refunded?

As a general rule, items that last longer than a year in the kitchen, have a clear purpose in the kitchen and are not one-time use can get refunded. For example: kettles, microwaves, cutlery, mugs, posters for the walls, light chains etc.

What is not refunded, is one-time use items or short-lasting items, for example: vacuum cleaner bags, drying towels, cloths, sponges, etc.

There are also certain entertainment items that have specific rules:  
TV's are getting refunded, although not subscriptions that you want to buy for watching programs. Consoles are not getting refunded. Board games are not getting refunded either.

In the end upload pictures or pdf documents of your receipts.