WEST DEPTFORD TOWNSHIP

RESOLUTION 2016- 232

RESOLUTION AUTHORIZING THE REFUND OF WEST DEPTFORD TOWNSHIP FUN DAY VENDOR FEE

WHEREAS, the following individual has requested a refund of the West Deptford Township Fun Day Vendor Fee; and

WHEREAS, the Event Manager recommends that this fee be refunded to the following individual:

Lauren Wagner 724 Cedar Avenue Mt. Ephraim, NJ 08059	$30.00	Refund of Fun Day Vendor Fee

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Township Committee of the Township of West Deptford, County of Gloucester, State of New Jersey that the West Deptford Township meter deposit be refunded to the company above and that the Chief Financial Officer is hereby directed to do the same;

ADOPTED at a regular meeting of the Mayor and Township Committee of the Township of West Deptford in the County of Gloucester, held on September 7, 2016.

WEST DEPTFORD TOWNSHIP

By: _____
DENICE DICARLO, Mayor

ATTEST:

_____
LEEANN DEHART, Acting Municipal Clerk

ATTENTION: Judy Hulmes, Finance Department

RiverWinds COMMUNITY CENTER WDT

Resolution Request to Refund Monies / Reverse Charges

We have received a request for the following:

☐ Activity Refund ☐ Membership Refund ☐ Reversal of Charges

☐ Rental Refund ☒ Other: fun day

Name: Lauren Wagner

Address: 724 Cedar Ave
Mt Ephraim NJ 08059

Amount: $30

Refund/Reversal for: fun day vendor cancellation

Activity/Membership/Rental Info:

Reason for Cancellation: Change in availability

~~Director's~~ Approval: Aimee Beucher
Event Mgr

Date: 8/25/16

Attachments:

☒ Verification of Payment

☒ Written Request for Refund

Maska Boucher, Aimee

From: Lauren Wagner <lwagner711@gmail.com>
Sent: Tuesday, August 23, 2016 9:23 AM
To: Maska Boucher, Aimee
Subject: Re: West Deptford Family Fun Day

Hello,

I did mail that back to you last week. However I will not be able to do the event now. I got scheduled for work that day.

Thanks

On Monday, August 22, 2016, Maska Boucher, Aimee <maskaa@riverwinds.org> wrote:

> Hi Lauren,
>
> Per the email I'd send below on August 12th, you still need to remit the Vendor Application. I have attached another copy.
>
> Please return a scanned copy to me at this email address or via regular mail at 1000 RiverWinds Drive, West Deptford, NJ 08086.
>
> Thank you,
>
> Aimee Maska Boucher
>
> Events Manager
>
> West Deptford Township
>
> 400 Crown Point Road
>
> West Deptford, NJ 08086
>
> *Follow West Deptford on Twitter @ WestDeptfordTwp and like us on Facebook at*
>
> *www.facebook.com/WestDeptfordTownship*

Aquatics/Marketing Supervisor

RiverWinds Community Center

1000 RiverWinds Drive

West Deptford, NJ 08086

Follow RiverWinds on Twitter @RiverWinds and like us on Facebook at www.facebook.com/riverwindscommunitycenter

856-251-0990 x103 (o)

856-251-0790 (f)

From: Lauren Wagner [mailto:lwagner711@gmail.com]
Sent: Monday, August 22, 2016 8:01 AM
To: Maska Boucher, Aimee <maskaa@riverwinds.org>
Subject: Re: West Deptford Family Fun Day

Hello,

I sent in my information and my check was cashed. Haven't received any follow up info yet. Wasn't sure if I definately got the spot for Scentsy or not Bc I know it was first come first serve and a few people were interested. Thanks.

~Lauren Wagner

On Friday, August 12, 2016, Maska Boucher, Aimee <maskaa@riverwinds.org> wrote:

> Hello,
>
> Your check #281 was received today towards a vendor fee for West Deptford Family Fun Day; however, we cannot confirm your attendance until the application is completed in full.
>
> Please see the attached and return to me as soon as possible.

Thank you, and we look forward to seeing you on September 24th.

Aimee Maska Boucher

Events Manager

West Deptford Township

400 Crown Point Road

West Deptford, NJ 08086

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www.facebook.com/WestDeptfordTownship

Aquatics/Marketing Supervisor

RiverWinds Community Center

1000 RiverWinds Drive

West Deptford, NJ 08086

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856-251-0990 x103 (o)

856-251-0790 (f)

Aimee Maska Boucher,

Hello, I was supposed to be a Scentsy rep for your vendor event on Sept 24th. Unfortunately I will be unable to attend now. I am requesting a refund for the vendor fee of $30.

Thanks,

Lauren Wagner

Lauren Wagner
724 Cedar Ave
Mt. Ephraim NJ
08059

rcvd 8/25/2016