Cancellation of Enrolment

Please complete all relevant details on this form. Once complete, please return to ANQAP within 7 days. The form can be emailed to: [anqap.quality@ecodev.vic.gov.au](mailto:anqap.quality@ecodev.vic.gov.au). To discuss any aspects of your cancellation of enrolment, please telephone ANQAP +61 3 9032 7024.

ANQAP Office Use

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Laboratory:** |  | **Laboratory Manager:** |  | |
| **Date ANQAP notified of cancellation:** |  | **Method of Notification:** | Email  Phone  In writing  Other  *please specify* | **🞏**  **🞏**  **🞏**  **🞏** |
| Cancellation Policy: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ enrolment in the ANQAP program has been cancelled as of the date above.  A credit/cheque for the amount of $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ cancellation fee/refund will be forwarded to the laboratory manager on return of this form.  QM 08 provided in the enrolment folder outlines this policy. | | | |
| **National Coordinator:** |  | Date signed: |  | |

**Laboratory to complete**

|  |  |  |  |
| --- | --- | --- | --- |
| **Reason for cancellation:** |  | | |
| **Please comment on the service provided by ANQAP:** |  | | |
| **Laboratory Manager:** |  | **Date Signed:** |  |
| **Laboratory:** |  | | |