



## Owner Equity Refund Request Form

Please print clearly. We will mail your check to the address listed below.

\*Owner Name: \_\_\_\_\_ \*Owner #: \_\_\_\_\_

\*Street Address: \_\_\_\_\_

\*City: \_\_\_\_\_ \*State: \_\_\_\_\_ \*Zip: \_\_\_\_\_

\*Phone: (h): \_\_\_\_\_ (w): \_\_\_\_\_ (c): \_\_\_\_\_

\* Indicates required information. We will not share your information with anyone.

I am requesting the return of my equity but I would like to stay informed about what's going on at the co-op. Please keep me informed via e-mail.

E-mail: \_\_\_\_\_

### Please refund my equity

I am requesting the return of my (8) equity shares. \$200 total.

I am requesting the return of my \_\_\_\_\_ \$25 equity shares. \$\_\_\_\_\_ total.

### **I understand that my equity will be returned to me under the following conditions.**

- This request is subject to approval by the Board of Directors of the Roanoke Co+op.
- My stock certificate must be surrendered to the co-op with this application, if I was issued a certificate.
- My equity will be returned as the co-op is able to do so, and when returned, issued in my name and mailed to me, the listed shareholder.
- I understand that by surrendering my shares I am relinquishing all rights, responsibility, and rewards of ownership in Roanoke Co+op.

### **I have read, understood, and agree to all the conditions regarding the return of my equity.**

#### Owner

#### Roanoke Co+op

Signature: \_\_\_\_\_

Board Representative: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

Dated: \_\_\_\_\_

Dated: \_\_\_\_\_

### **Employee use**

Employee verification:

I certify the above information is correct.

Employee full name: \_\_\_\_\_

Our records show: \_\_\_\_\_

Check #: \_\_\_\_\_

Check amount: \_\_\_\_\_

Mailed on: \_\_\_\_\_