



ABN: 46 007 036 857  
Unit 11, 25 Howleys Rd Notting Hill Vic 3168  
Tel: 03 9543 9922 Fax: 03 9543 9522  
[www.laserlighting.com.au](http://www.laserlighting.com.au)

## **Cancellation Policy 2011**

### **Request for Cancellation of Orders placed and goods not yet supplied**

- A request for cancellation of orders placed with Laser Lighting should be made on the Laser Lighting Request for Cancellation Form and submitted via email to [lynne@laserlighting.com.au](mailto:lynne@laserlighting.com.au)  
Or faxed to 03 9543 9522
- A Request for Cancellation Form must state the following for each product cancellation request:
  - The original order number
  - Laser Lighting Order Confirmation Number
  - Reason for cancellation
- A Request for Cancellation can only be made for goods that are usually held as a stock item
- Cancellation cannot be accepted for any Made to Order items or for items that have already been dispatched for delivery from manufacturers
- Cancellation is not accepted until you receive written confirmation from Laser Lighting
- All cancellations, if accepted, will incur a 30 – 50% cancellation fee, which will be confirmed at time of cancellation.
- Cancellation acceptance remains at the discretion of Laser Lighting



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**Email:** [lynne@laserlighting.com.au](mailto:lynne@laserlighting.com.au)  
**Web:** [www.laserlighting.com.au](http://www.laserlighting.com.au)

**Request for Cancellation of Order**

Customer Name: .....

Date: ...../...../.....

Branch: .....

Tel: ..... Fax:.....

Contact Person: .....

Email: .....

Order Number:	Laser Order confirmation No.	Reason for Cancellation Request	Office Use Only	
			Approved Y/N	% cancellation fee to apply