



# PORT LIBERTY REFUND REQUEST

Port Liberty  
302 Port Jersey Boulevard  
Jersey City, NJ 07305  
T 201-706-4000 F 201-451-5088  
[portlibertybayonne.com](http://portlibertybayonne.com)

Port Liberty  
300 Western Ave  
New York, NY 10303  
T 718-768-1847 F 718-568-1815  
[portlibertynewyork.com](http://portlibertynewyork.com)

**FORM**

Note: This is only for customers who pay via wire or via non-Paycorgo Method  
For Paycorgo Customers – Please request refund via Paycorgo

**LOG #** \_\_\_\_\_

**Email form to:**  
[refundrequests@portlibertyterminals.com](mailto:refundrequests@portlibertyterminals.com)

**Date Requested:** \_\_\_\_\_

**Customer:**

Company Name - \_\_\_\_\_

Address for Refund - \_\_\_\_\_

Contact Name and Title - \_\_\_\_\_

Contact Phone # - \_\_\_\_\_

Contact Email - \_\_\_\_\_

Please identify US Terminal for refund – check one:  **Bayonne**       **New York**

<u>Container Number</u>	<u>Days to Credit</u>	<u>Date Paid</u>	<u>Amount to Refund</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

**Total Requested:** \_\_\_\_\_

Reason for Refund Request:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Customer Signature - \_\_\_\_\_ Date - \_\_\_\_\_

**GCT Authorization:**

**James Kamm** - \_\_\_\_\_ Date - \_\_\_\_\_

**Total Refund to Issue - \_\_\_\_\_**

May/2022

Email to: [refundrequests@portlibertyterminals.com](mailto:refundrequests@portlibertyterminals.com)