**Childcare Services**

**Sheffield Hallam University**

23 Broomgrove Road

Sheffield S10 2LW

T +44 (0)114 225 2263

www.shu.ac.uk/nursery

**Statutory Cancellation Form**

**Statutory Cancellation Instructions - Rights to cancel your Contract**

You have the right to cancel your Pre-Registration Contract within 14 days of forming the Contract with the Nursery (SHUEL).

This "cooling off period" will expire after 14 days from the date of conclusion of the contract (i.e. 14 days following the date upon which you accept the Nursery’s offer of a Place.

If you wish to exercise the right to cancel, you must inform the Nursery of your decision to cancel this Contract by a clear statement (e.g. a letter sent by post or e-mail). You may use the model cancellation form below, but it is not a requirement.

To meet the cancellation deadline, it is sufficient for you to send your communication concerning your exercise of the right to cancel before the cancellation period has expired.

**Effects of cancellation**

If you cancel this Contract before the cancellation deadline, the Nursery will reimburse to you all payments received from you. We will make the reimbursement without undue delay, and not later than 14 days after the day on which we are informed about your decision to cancel this Contract. We will make the reimbursement using the same means of payment as you used for the initial transaction, unless you have expressly agreed otherwise; in any event, you will not incur any fees as a result of the reimbursement.

**STATUTORY CANCELLATION FORM**

Send by email to: childcare@shu.ac.uk

Or

Write to: Jackie Rhodes, Sheffield Hallam University Nursery, 23 Broomgrove Rd, Sheffield, S10 2LW.

I hereby give notice that I cancel my contract for a Place at the Nursery and the supply of Nursery Services.

Date of acceptance of offer of a Place:

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Name of Child: ……………….……………………….………………………….

Name of Parent / Carer ………………………………………………………….

Address of Parent / Carer: ……………………….……………………………..

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