**To the Ministry of Economics**

Brīvības iela 55, Riga, LV-1519,

e-mail: [pasts@em.gov.lv](mailto:pasts@em.gov.lv)

|  |
| --- |
|  |
| (Applicant’s name, surname) |
|  |
| (Applicant’s personal code) |
|  |
| (contact address) |
|  |
| (e-mail address) |
|  |
| (contact phone) |

**REQUEST**

**for refund**

Please refund the funds credited to the account of the Ministry of Economics **No. LV65TREL212003807500B**, because that was an erroneous payment (please mark and indicate the reason for the error):

|  |  |  |
| --- | --- | --- |
| * the payment was made for another person; | |  |
|  | |  |
| * the payment was made indicating an incorrect purpose of the payment; | |  |
|  | |  |
| * a bigger payment was made (overpayment); | |  |
|  | |  |
| * other reason (please indicate) |  | |
| Other information (which the Applicant considers necessary to indicate): | | |

**Information about the erroneously made payment:**

|  |  |
| --- | --- |
| Payment date (dd.mm.yyyy): |  |
| Payment order No.: |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Date of decision of the Office of Citizenship and Migration Affairs (dd.mm.yyyy) |  | No. |  |

If the Applicant is an authorised person, please indicate:

|  |  |
| --- | --- |
| Payer’s name, surname: |  |
| Payer’s personal code: |  |

**Please transfer the erroneously transferred funds:**

|  |  |  |  |
| --- | --- | --- | --- |
|  | | EUR to the specified bank account | |
|  | | (**name of the credit institution**) | |
| **account No**. |  | |

Enclosed:

|  |  |
| --- | --- |
| Copy(ies) of the payment document(s) |  |
|  |  |
| Power of attorney issued to the Applicant by the Payer, if any |  |
|  |  |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  |  |
| (place) |  | (date) |  | (signature) |  | (n.surname) |

You can consult the information on processing of your personal data here:

<https://www.em.gov.lv/lv/par_ministriju/personas_datu_apstrade/>