



APPLICATION TO SUSPEND FITNESS CENTRE MEMBERSHIP

ABN: 97 944 298 310

PERSONAL DETAILS			
Membership number			
Last name		First name	
Date of birth		Mobile number	
Email address			
FITNESS CENTRE MEMBERSHIP DETAILS			
<input type="checkbox"/> 12-Month Upfront		<input type="checkbox"/> 12-Month Minimum Direct Debit	
<input type="checkbox"/> ANU Student	<input type="checkbox"/> ANU Staff/Alumni	<input type="checkbox"/> Club	<input type="checkbox"/> General
SUSPENSION INFORMATION			
<ul style="list-style-type: none"> • Minimum of 7 days and a maximum of 56 days suspension per application. • \$5.00 fee for every suspension request. • The number of days suspended will be added onto the end of the member's current membership contract or minimum expiry. • Depending on the days the suspension falls on, direct debit members may be charged a pro-rata amount during their suspension. • Application must be approved by the Fitness Services Manager. 			
SUSPENSION REQUEST			
Suspend from: ___/___/___ Suspend to: ___/___/___ Total No. of Days: _____			
<i>I acknowledge that I have read and agree by ANU Sport's Conditions of Suspension as detailed on the back of this application form.</i>			
Signed: _____		Date: _____	

OFFICE USE ONLY		
Reception staff		
Date Received: ___/___/___	<input type="checkbox"/> Receipt attached	Signed: _____
Fitness Services Manager		
Date received: ___/___/___	<input type="checkbox"/> Approved	Signed: _____
Administration staff		
Date Processed: ___/___/___	Signed: _____	

CONDITIONS OF SUSPENSION

1. Minimum of 7 days and a maximum of 56 days suspension per application.
2. Ongoing memberships have a maximum of 56 days of suspension per calendar year. Unused suspension days do not roll over.
3. Upfront memberships have a maximum of 56 days suspension per contract.
4. A minimum of 3 days written notice is required when requesting a suspension.
5. \$5.00 fee for every suspension application.
6. Suspended period is calculated inclusive of the dates listed.
7. The member's payments will be re-activated after their suspension period has been completed.
8. Depending on the days the suspension falls on, direct debit members may be charged a pro-rata amount during their suspension.
9. The number of days suspended will be added onto the end of the member's current membership contract or minimum expiry.
10. Membership suspension will not be authorized if membership payments are outstanding.
11. Requests for suspensions via phone or email **will not** be accepted.
12. Suspensions are not available for Opt-Out Direct Debit Memberships.
13. Application must be approved by the Fitness Services Manager.