West Hills Racquet & Fitness Club

CHANGE OF MEMBERSHIP STATUS

CSI____ AR_____

Notification must be received in writing by the 24th of the month prior to effective date .

Member Name_____ Membership #_____

MONTH EFFECTIVE :   **Jan   Feb   Mar   Apr   May   Jun   Jul   Aug   Sep   Oct   Nov   Dec**

circle <u>one</u>

The status change will become effective on the first of the month checked above.

REQUEST TO UPRADE/DOWNGRADE MEMBERSHIP:

♦ When upgrading membership to a membership status previously held at WHRFC a $25 administration fee will be assessed.

♦ When requesting an upgrade to a membership status not previously held, a member must pay the difference between the current value of their membership fee and the fee they wish to upgrade to.

♦ A $25 administration fee will be assessed on all membership downgrade requests.

♦ The fee for inactive status is 20% of the current monthly dues.

♦ When requesting a **LEAVE OF ABSENCE** or to go on "Inactive Status" from WHRFC:

   The minimum leave of absence is 3 months - (regardless of reason for the leave of absence)

   Administrative fees of $25 will be charged UNLESS a doctor's letter indicates the leave is due to injury which prevents

   the member from actively using the Club.

♦ Change of status effective dates will begin on the first day of the month—no prorating of dues. ***Notification must be received in writing by the 24th of the month prior to effective date.***

___Upgrade   ____Downgrade   ____Activate Membership   ____Inactive Status

FROM:		**TO:**	
___ Tennis	___ Family	___ Tennis	___ Family
___ Fitness	___ 2-Person	___ Health	___ 2-Person
___ Health	___ Single	___ Combination	___ Single
___ Combination	___ Junior		___ Junior
		Tennis Member_____	
Tennis Member_____			

CANCEL _____ Reason for Cancelling: _____

□ **Change of Family Members:**   □ **Add**   □ **Remove**

   Name: _____ Date of Birth:_____   □Male   □Female

I UNDERSTAND THAT I WILL BE CHARGED A $25 ADMINISTRATIVE FEE ACCORDING TO THE RULES ABOVE WHEN CHANGING MY

MEMBERSHIP STATUS. SIGNED_____DATE_____

NOTES:_____

_____

Change of membership information

Change of address:

Old:_____

New:_____

Change of phone number:

Old:_____

New:_____

Would like a locker Y/N:_____

Would like to cancel locker

Ladies/Men Locker number_____