

MEMBERSHIP SUSPENSIONS

CONTACT DETAILS

Title: _____

Full Name: _____

D.O.B: _____

Phone: _____ Mobile: _____

Email Address: _____

MEMBERSHIP SUSPENSION

Membership Number: _____

Membership Type: ☐ Signature

Please suspend my membership from: Start Date: _____ End Date: _____

Reason for Suspension:

☐ Work

☐ Holidays

☐ Study

☐ Medical

☐ Other _____

SUSPENSION TERMS & CONDITIONS

- Membership suspensions are available on all fixed term memberships.
- A minimum suspension period of 2 weeks is required and a maximum suspension period of 12 months allowable.
- A \$5.00 processing fee applies prior to suspending your membership.
- Membership suspensions cannot be backdated, unless in the event of a medical condition.
- Your membership will automatically recommence after the suspension period has been completed (as the date specified on this form).
- All medical suspensions are free of charge upon presentation of a valid medical certificate that covers all requested suspension dates. This must be presented at the time of suspension request. Medical suspensions can only be backdated for one month.
- Memberships purchased under a 'Membership Special' including Residential Upfront Memberships, LTU Melbourne Upfront Memberships and LTU International Upfront Memberships cannot be suspended.
- Elite Athlete, Melbourne City, Salary Deductions and 12 Visit Passes cannot be suspended.

ACCEPTANCE

I confirm that all the details provided are accurate and that I have read, understood and agree to the Terms and Conditions above.

Signature: _____

Parents Signature: _____

Date: _____

Date: _____

(signature of a parent required, if you are 18 and under)

OFFICE USE:

☐ Member Suspended

☐ Fees Paid

☐ Further Action*

Please note: if you cannot suspend a customer for the duration they have requested. Please suspend it to where you can and make a note of it here for a manager to amend.

CUSTOMER SERVICE STAFF:

Membership Number: _____

Suspended by: _____

Date Suspended: _____

MANAGEMENT:

Verified by: _____

Date Verified: _____
