

# MEMBERSHIP SUSPENSIONS

## CONTACT DETAILS

Title: \_\_\_\_\_

Full Name: \_\_\_\_\_

D.O.B: \_\_\_\_\_

Phone: \_\_\_\_\_ Mobile: \_\_\_\_\_

Email Address: \_\_\_\_\_

## MEMBERSHIP SUSPENSION

Membership Number: \_\_\_\_\_

Membership Type: ☐ Platinum ☐ Essentials ☐ Foundation ☐ Pool

Please suspend my membership from: Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_

Reason for Suspension:

☐ Work

☐ Travel

☐ Holidays

☐ Assignments

☐ Exams

☐ 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 Gold Membership, LTU Melbourne Upfront Gold Membership and LTU International 4 Month Upfront Gold Membership 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: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_