



Leave of Absence/ Membership Discontinuation Form

Contract Agreement:

At least 30-days advance written notice by the 15th of the month is required if a swimmer(s) will be taking a leave of absence (hold) or discontinuing membership, by emailing the **Head Coach and Treasurer**. Any notice received before the 15th will qualify for the following month to be prorated by $\frac{1}{2}$, any notice after the 15th will require the entire month's dues to be paid (not considered advanced notice). Swimmers may take one leave of absence for up to 3 months during a 12-month period, however, all mandatory fundraising and Parent Club obligations must be fulfilled during this period. Leaves of absence that exceed 3-months require a new membership joining fee.

Today's Date: _____

Parent(s) Name: _____

Swimmer(s) name: _____

Leave of absence:

List up to three months you will be on leave:

1) _____

2) _____

3) _____

**Members on leave of absence will still receive team email notices.*

Membership discontinuation:

Last day on the team: _____

Complete this form and return it to the Head Coach

(sophianerissa@gmail.com) and the Treasurer (breshelle@me.com) at least 30-days prior to leave. Form may be emailed to both or handed in person to either the head coach or treasurer. Notices of less than 30-days will be billed additional monthly dues fees as stated above.