

## Request to Cancel/Suspend Membership or Locker Rental

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Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Bethel PO BOX: \_\_\_\_\_ Alternate Mailing Address: \_\_\_\_\_

This request is to: (select all that apply)

\_\_\_\_\_ **Cancel Membership** Start Date: \_\_\_\_\_ Membership Type: \_\_\_\_\_

Annual or non renewal memberships may be canceled/suspended if members move from the Bethel area, have been sent from the Bethel area for work purposes, or if medical issues contraindicate use of the facility. Pro-rated refunds are available for individuals who do not anticipate returning to the facility within the year. **Individuals whose facility privileges are revoked are not eligible for refund.** Auto-renewal cancellations must be received 7 days prior to renewal date. Requests received less than 7 days out will be processed for the following month's renewal.

\_\_\_\_\_ **Cancel Locker** Start Date: \_\_\_\_\_ Locker Number \_\_\_\_\_

Locker rentals may be canceled at any time. **Locker must be emptied and left in good condition before cancellation will be processed.** Auto-renewal cancellations must be received 7 days prior to renewal date. Requests received less than 7 days out will be processed for the following month's renewal.

\_\_\_\_\_ **Suspend Membership (Auto renewal only)** Start Date: \_\_\_\_\_ End Date \_\_\_\_\_

Auto-renewal memberships may be paused/suspended for up to 3 months. Request must be received 7 days prior to renewal date. Requests received less than 7 days out will be processed for the following month's renewal.

Purpose of this request is:

\_\_\_\_\_ I am moving out of Bethel. *Please enter move date* \_\_\_\_\_

\_\_\_\_\_ My employer is sending me out of Bethel for work. *Please attach employer confirmation of dates.*

\_\_\_\_\_ Medical *Please explain in comments below or attach documentation.*

\_\_\_\_\_ Other: \_\_\_\_\_

*Comments: (Include comments below or attach additional pages)*

Signature: \_\_\_\_\_

Submission Date: \_\_\_\_\_

Submit requests to [ykfc@cityofbethel.net](mailto:ykfc@cityofbethel.net)

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Updated 9/17/21