



Automatic Payment of Fees

Instead of paying for your annual membership dues up front each year, you can have it withdrawn in monthly payments from your personal bank account at the beginning of each month. Please read the form thoroughly (front and back) before signing.

Automatic Payment Sign-Up Form

I hereby authorize the R & W to debit \$ _____ each month from the following bank account:

_____ Checking _____ Savings

Account #: _____

Transit/ABA#/Routing#: _____

Bank Name/City/State: _____

This authorization is to remain in effect until the NIH/R&W Fitness Center Director has received a cancellation form from me of its termination. I understand that if the notification is not received by the 20th of the month, the following month's fees will be debited from my account. A \$40 service fee will be charged if the cancellation occurs prior to one year of the registration date. Please see the next page for details.

Member Name: _____

Member Signature: _____

Date: _____ Phone #: _____

Circle which fitness center you are enrolling at: Bldg 31 Rm B4C18 or Rockledge Rm 5070

Important Debit Membership Information

1. Debit memberships require a minimum one year agreement. Your membership **will automatically roll over and continue after the first year until written cancellation has been received** by the fitness center director. You are responsible for updating your membership card for the upcoming year. There will be no break in your membership dues during this time. **NO REFUNDS.**
2. Debit memberships will not be placed on hold at any time. If you need to suspend your membership you will have to cancel and rejoin at a later time.
3. The monthly automatic deductions are withdrawn from your personal checking or savings account on the first of the month, not from your paycheck.
4. If you are contacted by the fitness director (or an attempt has been made to reach you) due to three account problems in a row your membership will be terminated at that time. You will be required to pay a \$10 service charge for each month in addition to the monthly debit fee if it was not able to be deducted.
5. All debit cancellations require a cancellation form to be completed and returned to the staff. This form must be received by the 20th of the month to be effective the following month. A \$40 cancellation fee will be charged to the member if the membership is canceled before the minimum year agreement (changes effective 7/1/05). **NO CANCELLATION FORM RECEIVED, NO CANCELLATION.**

I have read the above information and understand the debit membership and its regulations in which I am registering for.

Member Signature

Date

Staff Signature

Date