

Membership Vacation Freeze Request

Please print clearly. Return the completed form to Member Services at DCFL.

PLEASE NOTE:

All members on a term contract must utilize the same term in full monthly increments. Requests for Vacation Freeze must be received 30 days in advance of the requested start date and are subject to the approval of the Member Services Manager. Requests received after the 1st of the month will go into effect the following month. Vacation freezes will not be made retroactively.

**** Members may not use the facility during the freeze period without incurring additional charges.****

1. Complete Member Information.

Be sure to include information on all members included on the membership term contract.

Member Name(s)
& Account #'s _____

Phone Number (Home) _____ (Cell) _____

2. Identify Vacation Freeze Period.

- Freeze period must be a **minimum of one month and in full monthly increments only**; freeze does not have to begin on the first of the month.
- **Maximums: Annual membership = 6 months per term; Six Month membership = 3 months per term.**
- **Only memberships under contract term (versus Month to Month) will be extended by the number of approved vacation freeze months.**
- **Cost of Freeze = \$12 per month per member.**

Start Date _____

End Date _____

Total # of Months _____

Total Cost _____
(\$12 per month per member)

3. Complete Payment.

Vacation Freeze payments must be made by providing a credit card in advance. Your account will be debited each month for the allocated amount stated in section 2. Payment options include, Visa, MasterCard, American Express, Discover, or check. Checks should be made payable to "Galloway Ridge, Inc."

I hereby agree that the above information is accurate and I authorize the Duke Center for Living and Galloway Ridge Inc. to amend my Membership Agreement and billing status accordingly.

Member Signature _____ Date _____

FOR OFFICE USE ONLY:

Contract term extended to: _____ Entered: _____ Staff initials: _____

Vacation Freeze



Duke Center for Living at Fearington

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