

Wellness Center Membership Pause

Account Holder Name: _____

Address: _____ City: _____

State: _____ Zip: _____ Email: _____

- Members can choose to pause their memberships on either the **1st or 15th** of the month.
- Request must be submitted **5 business days** before pause date.
- Members may pause their membership for up to 3 months in a calendar year.
- Pauses must be in **full 1, 2 or 3 month intervals**, no pausing for day or week intervals.
- While paused, members are not eligible for discounts on programs or services.
- Pauses will affect all account members.
- Auto-billing will resume following pause time frame.
- If a cancellation is desired standard **15 day notice** is still required.

Pause Date	
Month:	1st
	15th

Duration (months)		
1	2	3

Signature: _____ Date: _____

_____ **Staff Use Only** _____

Initial and date each box as action is taken

_____ Note Added to Account _____ Date Paused _____ Date Resumed

Notes: _____

