



# Membership Cancellation/Suspension Form

Please complete the following to stop autopay for your monthly membership:

Member Name: \_\_\_\_\_ Date: \_\_\_\_\_

Member Address (city, state, zip): \_\_\_\_\_

Email: \_\_\_\_\_ Cell: \_\_\_\_\_

**\*\*Most Recent Auto-Draft Date:** \_\_\_\_/\_\_\_\_/\_\_\_\_

Is the next auto-draft date within the next 10 days?  No  Yes

\_\_\_\_\_ I understand that my completed cancellation or suspension request must be received **10 days prior** to the scheduled draft date in order for my automatic payment to cease for the next scheduled month.

**\*If the date is within 10 days:**

\_\_\_\_\_ I understand that Beautiful Bodies Fitness will draft my final dues to complete my contractual obligation as outlined in my contract.

\_\_\_\_\_ I understand that my account will continue to be auto drafted until I submit this completed form as my request for cancellation or suspension **in writing 10 days prior** to the requested cancellation or suspension date via EITHER:

Choose One:

[beautifulbodiesaz@gmail.com](mailto:beautifulbodiesaz@gmail.com) or

**In person to Beautiful Bodies Fitness**

**NOT ACCEPTABLE: Calls, voicemails, snail mail, and texts are not acceptable.**

*I am choosing to suspend (rather than cancel) my monthly membership:*

\_\_\_\_\_ I understand that in suspending my monthly membership, I am abiding by the same **10 day written notice policy** as detailed above.

\_\_\_\_\_ I am suspending my monthly membership and wish to proceed with auto-draft payments on this date \_\_\_\_/\_\_\_\_/\_\_\_\_. I understand that automatic payments will resume on this date.

\_\_\_\_\_ I understand that I will need to fill out this form once more if I choose to cancel or suspend my membership in the future.

\_\_\_\_\_ I understand that **refunds WILL NOT be given** for cancellation or suspension requests received after the auto draft has been processed as per my membership contract.

**Member Signature:** \_\_\_\_\_ **Date:** \_\_\_\_/\_\_\_\_/\_\_\_\_

<p><i>Office Use Only:</i> Date Received: ____/____/____ Date Client Notified: ____/____/____</p>
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