



SuiteTime Fitness Management Co.

INACTIVE STATUS FORM

Your membership may be put on "inactive status" for a minimum of 3 months and a maximum of 12 months by following the procedure below:

- To inactivate the membership, the member must provide advance written notice to Suite Time Fitness, LLC, according to their General Terms Agreement, but generally, by the end of the month in order for the inactivation to be effective on the last day of the following month.
- All charges incurred up to the effective date must be paid in full and **the account balance must reflect \$0.00 before the membership will reflect inactive status.**
- All club membership access tags should be returned. **Failure to return a membership access tags will result in a \$10 charge per tag issued.** _____ {member initials}. Any building access tag issued by Suite Time Fitness, LLC, should be returned to the club. **Failure to return a building access tags will result in a \$15 charge per tag issued.**
_____ {member initials}
- The Member agrees that he/she will not use the Suite Time Fitness, LLC Facilities during the inactivation period.
- The membership can be on inactive status for up to ONE year. Reactivation of the membership anytime within that year will require a reactivation fee. Memberships inactive for longer than one year will be terminated. Purchasing a new membership would then be required.
- To reactivate your membership, please contact Suite Time Fitness, LLC and request a Membership Reactivation Form and a new Membership Information Form.

Please sign below acknowledging you have read and understand the above inactivation and reactivation procedures.

Print Name & Member Number

Reason for Inactivating

Member Signature

Date

Membership Type

If Couple or Family Member – list names of other members on membership who will be inactivating

E-mail {Please print e-mail address to receive confirmation of inactivation form}

Staff Use Only

Suite Time Fitness, LLC Representative

Date of Inactivation