



LEAVE LOCKER RENTAL	
Do you rent a locker?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Will you keep it during your leave?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Key returned?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Locker # _____	Initials _____

## PERSONAL LEAVE OF ABSENCE REQUEST

**(4 Months Maximum per Calendar Year)**

MEMBER REQUESTING LEAVE: \_\_\_\_\_

EFFECTIVE DATE OF LEAVE: \_\_\_\_\_

- 1) Prior to taking a Leave of Absence (LOA) from Fitness Pointe®, all monthly charges must be paid in order for the LOA to be approved.
- 2) All LOA's begin on the first of the month. The required paperwork must be completed **BEFORE** that date. Members who are active on the first day of the month must pay for the entire month.
- 3) MEMBERSHIP FEES
  - All monthly membership fees will be suspended during the approved LOA.
  - Upon returning from the LOA the member will pay a prorated fee for the month they return.
  - For the period of the LOA all remaining members on the same account will be increased to the next membership status. (i.e. the First household member will be increased to an Individual member status, etc.)
  - If a member submits a notice of cancellation while on an approved LOA they will be charged one months fee upon acceptance of the cancellation notice to cover the membership fee during the required 30 day notice period.
- 4) RETURN FROM PERSONAL LEAVE OF ABSENCE
  - For any members who do not reactivate their membership within the above stated time frame, **Fitness Pointe® WILL AUTOMATICALLY reactivate your membership at the end of the 4 month personal LOA. You will be charged for the next month respectively.**

**I understand and agree to abide by the Leave of Absence policies outlined above.**

Member Signature: \_\_\_\_\_ Date: \_\_\_\_\_