

# MEMBERSHIP ADJUSTMENT FORM

Initials of Staff Person submitting Adjustment \_\_\_\_\_

Date Adjustment to be effective \_\_\_\_\_

**Member Name**

**Member Number**

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**Change of Address, Phone, or Name:**

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**REQUEST TO UPGRADE/DOWNGRADE MEMBERSHIP**

When upgrading membership to a membership status previously held at Sunset Athletic Club a \$15.00 processing fee will be assessed. When requesting an upgrade to a membership status not previously held, a member must pay the difference between the current value of their membership fee and the membership fee they wish to upgrade to. The business office will contact members who require additional fees for upgrade. A \$15.00 processing fee will be assessed to all downgrades. Dues will change according to adjustment.

**Upgrade** From \_\_\_\_\_ (membership type) to \_\_\_\_\_ (membership type)

**Family members to add to membership**

**Birth Date**


**Downgrade** From \_\_\_\_\_ (membership type) to \_\_\_\_\_ (membership type)

**Family members to be removed from membership\***


\*Member understands that any locker in the name of a family member who is being removed from membership will be automatically canceled unless Sunset Athletic Club is notified otherwise. Lockers must be cleared immediately; all belongings unclaimed will be donated to charity.

**Nanny Membership**

One designated person (at least 16 yrs of age), may be named on your Family Membership as a "Nanny". This person may use the club only to facilitate your child's activities. A Nanny cannot use the club on their own behalf. The appropriate guest fee will be billed to your S.A.C. account if such occurs. **A one-time \$15.00 processing fee is applied upon adding and/or changing a Nanny Membership.**

Nanny to be added

**Birth Date**

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Nanny to be removed

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**Member Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

