



Northern Middlesex YMCA
 99 Union Street
 Middletown, CT 06457
 (860) 347 - 6907
 www.midymca.org

MEMBERSHIP HOLD/FROZEN REQUEST

Middlesex YMCA Hold/Frozen Policies

- This form must be completed in full and submitted to the YMCA prior to the first day of the month you wish to suspend your membership. Late submission will result in payment for an additional month, with the hold becoming effective the following month. Telephone requests will not be accepted.
- Hold periods may only start on the first of the month, for a minimum period of 1 full month up to but no greater than 6 full months.
- Payments will automatically resume as of the first of the month following the end date, regardless of facility usage.
- **Payroll Deduction Members:** If your membership is paid through a payroll deduction plan, completing this form is only STEP 1 in the process. In order to suspend your payroll deductions during your hold absence, STEP 2 is for you to contact your payroll department. The YMCA is not authorized to contact your employer on your behalf.

Member Name: _____ Member ID: _____

MEMBER EMAIL: _____

Membership Type and Payment Plan _____ Monthly Draft ____
 Paid in Full ____
 Payroll Deduction ____

Hold Reason: _____

From (start date): _____ Until (end date): _____

Membership/Payments resume effective: _____ *(must be the first of the month after the end date)*

Member Signature: _____ Date: _____

YMCA Staff (print name): _____ Date: _____

YMCA Office Use Only