



stowmarketswimmingclub.co.uk

LEAVING THE CLUB.

We hope you have a long association with the club (we have one person who has been a member for over seventy years!) but recognise that eventually you may want to leave.

For swimmers paying monthly squad and coaching fees it is important to note that under the club's by-laws we require *at least* one month's notice of leaving: Clause 21, Termination of Membership:

Swimmers wishing to terminate membership must give at least **one month's notice, in writing**, to the Club Coach and/or Membership Secretary. A form [*this form*] is available for this purpose although an email to the Membership Secretary and Head Coach or Head of Teaching is sufficient. Members cannot merely go online to cancel membership. Only the Club has suitable access. Once a resignation form or email has been submitted the Club will take the next CPA payment and will cancel all subsequent payments. Therefore, for practical purposes the submission of a resignation notice is best timed for just prior to a CPA payment (that occurs on 1st of the month.) For the avoidance of doubt, if a notice is received before the end of July then August will be counted as the month's notice even though no fees are not normally collected for that month. The Club is required to inform the SE of any swimmer who terminates membership with outstanding debts. Under SE regulations, swimmers are prohibited from joining another club until all outstanding debts are paid.

When leaving you may use this form as advice of notice or simply submit an email to stowswimmembership@gmail.com

MEMBER RESIGNATION FORM.

Notice of Resignation from Stowmarket Swimming Club is hereby tendered by:

Name of member:

With effect from (date):

Declaration for swimmers: I confirm that squad and coaching fees shall be paid up to and including at least one month from the date of this notice. I acknowledge that if any fees are not paid the club is required to inform Swim England.

Signed: Date:

Signed by parent or guardian **for members under 18 years old** or by the member if 18 and over.

Date received by club (date): **Received by (name):**

Now, please see over page.

There is no obligation for you to do this but if you could spend a few minutes to complete the box below it would be appreciated.

Reason(s) for leaving and/or any suggestions you might have for the club:

Thank you. All feedback is valued.