



Cancellation Request Form

Thank you for choosing us in your quest for swimming betterment, either for yourself or your family member(s). We are thrilled that you joined our family and we hope that while you were here you enjoyed our facility, our staff, and our amazing swim program! We understand that sometimes families move on whether it is for relocation, change in family schedule, the season, or child(ren) are now swimming proficiently, but we want you to know that you can always come back. 😊

Cancellation Policy: A Member must submit a written Cancellation Request Form in person a minimum of 30-Days in advance prior to the billing date (the 1st of every month).

Name of Student(s): _____

Student's Class Day(s) & Class Level: _____

Date you wish to have membership cancelled (**round to the nearest 1st of the month**): _____

Phone number (in case of a question): _____

Reason for suspension/cancellation: We understand that families take breaks from activities. While asking your clients what we can do better is often humbling, it is important to address anything that is brought to our attention. We appreciate your feedback and hope that you find us to be welcoming, kind, compassionate and always willing assist our members. Thank you and we hope that you have experienced some wonderful moments while at our center and we look forward to working with you and your family again in the future.

To resume classes, simply re-register online once ready to begin!

- Email or phone/verbal cancellation notifications are NOT accepted.
- Monthly class fees will NOT be refunded in the case that a Member's account is charged due to the Member's failure to follow the documented cancellation process.
- Memberships Fees will NOT be pro-rated or refunded if officially ending a membership prior to the last class of a month; however, remaining class fees can be credited to one's swim school account upon request.
- Class spots cannot be saved once a membership is canceled.

Parent/Guardian/Participant Signature: _____ Date: _____