



CAROLINA KARATE

f i t n e s s c e n t e r

ACCOUNT HOLD REQUEST FORM

Dear Carolina Karate Member,

We are happy to accommodate your vacation and personal time needs. However, please allow us enough time in advance so that we may adjust our system accordingly. If you are planning to take time off, we request that you return this form no later than 15 days prior to the date your absence will begin. You are able to place your account on hold twice per year. Depending on the length of your absence please discuss the appropriate class schedule upon your return. If there is a sudden emergency situation, please call the Dojo as soon as possible, so your account will not accrue a balance.

Sincerely,

Sensei Tommy Hood
CKFC Owner

Detach this portion and return it to the office.

*** Please note that **membership will be placed on hold 15 days after receipt of request.** Thereafter all regular automated payments and billing will be discontinued for the period of time specified. Freezing your membership entitles you to retain your current rate.

Student(s) Name: _____

Date of Request: _____

First Day of Leave: _____

Date of Return: _____

Additional Comments: _____

Signature: _____