



If you need help lodging your form, contact us	
Email	fitness@northernbeaches.nsw.gov.au
Phone	02 8495 5005
Manly Aquatic Centre	Cnr Balgowlah Road and Kenneth Road, Manly, NSW 2095

Office use only	
Form ID	4085
TRIM Ref	
Last Updated	April 2021

Part 1: Personal details

First Name:		Last Name:	
Phone:		Email:	
Membership Number:			

Part 2: Important Information

This section MUST be initialled for your request to be approved and processed.

ALL suspension requests require 21 days' notice to process.

If notification of intent to suspend is not received 21 days prior, the account will be charged as normal.

- Minimum of 21 days' notice prior to the start of all suspensions is required. Notification is to be on the correct form and can be given to staff at the Manly Andrew Boy Charlton Aquatic Centre or emailed to fitness@manlyaquatic.com.au. No suspension request will be backdated under any circumstances.
- Your Membership's minimum term will be extended by the freeze period.
- Your membership fees must be up to date prior to requesting suspension on your membership.

Upfront member: any suspension taken will extend the term of your membership.

Please note: When a suspension is applied to a family membership, all family members will not be able to access the facility during this time. The nominated account holder must apply for the suspension request on a family membership.

Part 3: Suspension Request

From		To	
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Member's Signature		Date	
Staff Signature		Date	