

	Yearly Payment Reflects 10% Discount	Monthly Payments Require Annual Membership Agreement
Corporate	Annual	Monthly
Adult (16-61)	\$456	\$42
Household	\$690	\$64
Senior (62+)	\$382	\$35
Senior Household (62+)	\$580	\$54

**Additional Fees**  
Additional fees for instructional classes, programs and special events may apply.

Responsible party must be employed within the City of Bartlett corporate limits on a full time basis (35 hours/week min.)

Proof of employment must be provided at time of purchase/renewal. Proof consists of either 1) a valid photo ID and pay stub showing your name and an indicator of your full time status, and listing a City of Bartlett business address. 2) A valid photo ID and a letter from a company officer or manager stating that you are a full time employee, on company letterhead showing a City of Bartlett business address.

All Bartlett business owners must provide proof of ownership in order to receive the Bartlett rate. Documentation must have the owner's name on it.

Cash, check, or credit card is accepted for payment in full. Credit card or electronic fund transfer is required for monthly membership payments in all categories. The City of Bartlett applies a **\$20.00 non-payment fee for all returned checks, EFT charges, or credit card drafts.**

All "monthly" memberships are on a continuous billing cycle. All monthly payments are due the first day of each month. A \$15.00 late fee will be applied to **any owed balance** if not paid by the 10th of the month. Memberships not in good standing will be denied access to the facility.

**Cancellations and suspensions:**

Terms for cancellation are the following:

- Relocation outside a 25 mile radius from the facility (Proof of move must be provided)
- Direct, unexpected, medical hardship requiring an official document on company letterhead from your physician.
- Military leave requiring official copy of orders
- All cancellations or suspension requests are to be submitted in writing to the Facility Manager 30 days prior to cancellation.
- Proof of cancellation must be provided, along with a written request. Proof of cancellation documents must include all valid dates and signatures before cancellation request may be reviewed. Examples of such documents include:
  - Rental/Mortgage agreements

- Official letter of transfer by employer
  - New utility bill
- The Facility Manager reserves the right to approve or deny any request for cancellation based on proof of cancellation provided by the member.

**Termination**

- Management reserves the right to terminate any membership at any time  
For complete membership policies, please see the Member Policy Handbook