

## RecPlex Membership Contract Terms and Conditions

- ◆ \_\_\_\_\_ The membership year will be based upon a July 1st to June 30th annual period.
- ◆ \_\_\_\_\_ Membership commitments are for the full term indicated.
- ◆ Persons who enroll after July 15th of the current membership year will have the start date of their contract amended to the 1st or 15th of the corresponding month. The billing of membership dues will be pro-rated accordingly. Persons who activate their membership between the 1st and 15th of the month will be billed for the full month. Persons who activate their membership after the 15th of the month will be billed for 50% of the month.
- ◆ \_\_\_\_\_ Memberships **CANNOT** be voluntarily terminated prior to the end of the designated contract period without documentation from a licensed physician of a physical limitation, termination of employment with NSU, if a members residence becomes more than 20 miles from the facility or if the members becomes a fee paid registered student at NSU.
- ◆ \_\_\_\_\_ Request for contract termination must be given to the membership office in writing at least **TWO WEEKS** before the next billing cycle, which is the first of the next month.
- ◆ If for some reason a member needs to voluntarily terminate his/her contract and does not meet the above requirements, a **BUY-OUT** option is available. Please see membership office for more information.
- ◆ Memberships will be automatically terminated for employees and all other members within the contract when the employee ceases to work for NSU and holds no other university affiliation. If a terminated employee holds another NSU affiliation, the membership status may be amended to reflect that status.
- ◆ Each member will have an annual renewal date of July 1st. Memberships will be **automatically renewed** for another contract year unless written notice of cancellation is received by June 1st of the contract year. If June 1st falls on a weekend, the cancellation notification date will be the next business day after June 1st.
- ◆ "Regular" employees and their family members can be billed for membership fees via payroll deduction or pay in full. Deductions will occur bi-weekly for a maximum of 24 pay periods per contract year. Adjunct faculty, temporary staff, and all others who do not receive a regular bi-weekly pay check may not elect to be billed via payroll deduction.
- ◆ I acknowledge that certain forms may be filled out on my behalf regarding payroll deduction and recurring draft authorizations.
- ◆ Persons who are not eligible for payroll deduction may pay in full via cash, check, or credit card or may elect to pay month via a recurring credit card payment. Recurring charges will occur on the 1st day of each month of the contract year. Members who elect recurring charges may need to pay for their first month ahead of any recurring draft options.
- ◆ Payments that are made in full are final payments. No refunds will be given.
- ◆ Affiliates must be able demonstrate their affiliation at the time of applying for membership. Affiliates may be asked to confirm their status on an annual basis.
- ◆ Members are eligible to sponsor **ONE** guest per contract year, who may not otherwise have an business or academic affiliation with NSU. These guests are referred to as Sponsored Affiliates and may be asked to confirm their status on an annual basis.
- ◆ All members agree to make themselves familiar with all current facility policies and procedures as well as any future amendments. Current policy and procedure documents can be found on-line at [www.rec.nova.edu](http://www.rec.nova.edu).
- ◆ Children age 16 and under are not permitted in the fitness area. Children age 14 and under must have parental supervision at all times.
- ◆ Members will understand that certain amenities may be unavailable at various times of the year for maintenance, repair, etc
- ◆ Members will be automatically added to the Campus Recreation listserv for the purpose of receiving important information by the RecPlex on a weekly basis, unless otherwise requested.
- ◆ Other terms and conditions may apply. Visit [www.rec.nova.edu](http://www.rec.nova.edu) for additional items.

## Membership Buyout Process

- ◆ In the event that a member must cancel and has exhausted all other viable means to continue the membership, a member can voluntarily terminate his/her contract under the Buyout process.
- ◆ The Buyout process is as follows:
- ◆ The member's membership type is re-categorized as a trial member, backdated to the original join date.
- ◆ Under the trial membership, a member pays a fee of \$40 per month. The fee of \$40 is then charged for each month the member has been active.
- ◆ A credit is then given for the total amount the member originally paid.
- ◆ The member is responsible for any additional change in fees after the re-categorization.
- ◆ *Example: A member joined in July and wanted to cancel for Oct 1. The member paid a rate of \$25 per month for 3 months, \$75 in total. With the Buyout option: the member would be charged \$40 for 3 months, \$120 in total. A \$75 **credit** would then be given back to the account, resulting in a balance of \$45. To process the cancellation request, the member would pay the balance in full \$45.*
- ◆ **Request for contract termination must be given to the membership office in writing at least TWO WEEKS before the next billing cycle, which is the first of the next month.**