

DEACTIVATION FOR RESIDENTS

Date: _____

Gentlemen:

This is to request De-activation of my Club Membership.

Date of Effectivity : _____ Unit Number : _____

REASON FOR DE-ACTIVATION:

- | | | |
|---|---|---|
| <input type="checkbox"/> Lease expired | <input type="checkbox"/> Moved out w/ successor | <input type="checkbox"/> Unit Sold |
| <input type="checkbox"/> Non usage | <input type="checkbox"/> Relocation | <input type="checkbox"/> Repatriation |
| <input type="checkbox"/> Travel/Vacation | <input type="checkbox"/> Out of the country | <input type="checkbox"/> Out of town |
| <input type="checkbox"/> Temporary DA | <input type="checkbox"/> Auto DA | <input type="checkbox"/> Termination of Lease |
| <input type="checkbox"/> Transfer of Residency outside Rockwell | | <input type="checkbox"/> Transfer unit in _____ |
| <input type="checkbox"/> Membership with other Club _____ | | <input type="checkbox"/> Medical/Health Reason |

If 'other', please specify: _____

Please send all my bills to _____
for settlement of all my unpaid accounts. I can be contacted at _____.

I understand that my Membership account can only be deactivated after at least six (6) months from the date of activation. I agree to settle any unpaid dues or accounts within three (3) days upon receipt of my final billing statement. Otherwise, the Club shall have the authority to deduct any unpaid dues from my Security Deposit and / or forward such unpaid dues to my lessor for settlement. It is further understood that my refundable Security Deposit (if applicable) will be processed within two (2) weeks from the date of deactivation.

Signature over printed name

Membership Code

TO BE FILLED-UP BY MEMBERSHIP ASSOCIATE:

Requested By	: _____	Dues to	: _____
Received By	: _____	Tenant Balance	: _____
Membership Tenure	: _____	UO Balance	: _____
Type of Membership	: _____	Date Received	: _____

TO BE FILLED-UP BY MEMBERSHIP ADMINISTRATION:

RECEIVED BY : _____

DATE RECEIVED : _____

Minimum 6-months activation : OK

Account Status : Updated Delinquent

Cleared by : _____

Approved for processing : _____