



# City of Bellevue Parks & Community Services

## Fitness Pass Holds and Transfers

### at South Bellevue Community Center

ALL REQUESTS FOR HOLDS and TRANSFERS MUST BE SUBMITTED IN WRITING.

NO REFUND OR CREDIT WILL BE ISSUED BETWEEN DATE OF REQUEST AND EFFECTIVE DATE.

YOU WILL BE CHARGED THE FOLLOWING MONTH IF THIS FORM IS RECEIVED LESS THAN 10 DAYS PRIOR TO THE NEXT BILL DATE.

- The primary pass member is liable for the financial obligation of this Agreement regardless of whether they utilize the facility or not. Pass holders may not be credited due to lack of use of the facility.
- Holds may be placed on any pass for a minimum of one month and a maximum of two months per calendar year, for any reason.

**Main Participant Name:** \_\_\_\_\_

**Members on your pass:** \_\_\_\_\_

**Address:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**Hold** EFT Payment Date: \_\_\_\_\_  1 month  2 months EFT Resume Date: \_\_\_\_\_

**Transfer** From: \_\_\_\_\_ To: \_\_\_\_\_

**Transfer Checklist:**

**New Participant Waiver(s)**  **New Participant DOB:** \_\_\_\_\_

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Date**

*For Office Use Only*

Received Date: \_\_\_\_\_ Received By CSR: \_\_\_\_\_

Pass Type: \_\_\_\_\_ Effective Date: \_\_\_\_\_

Processed By: \_\_\_\_\_ Processed Date: \_\_\_\_\_ Tracked: