



MEMBERSHIP CHANGE REQUEST & RECEIPT FORM

Centennial Recreation Center – 171 W. Edmundson Ave. Morgan Hill, CA 95037 – (408) 782-2128 – www.mhrc.com

Transaction Type (Check All Applicable):
<input type="checkbox"/> New Membership
<input type="checkbox"/> Annual Renewal
<input type="checkbox"/> Change Membership Type From: _____ To: _____
<input type="checkbox"/> Adding new member to existing membership
<input type="checkbox"/> Switching members on account
<input type="checkbox"/> Reinstatement
<input type="checkbox"/> Other: _____

Today's Date: _____

Effective Date: _____

Staff Name: _____

*A 15 working day notice is required
to make changes to bank drafts.*

PRIMARY MEMBER INFORMATION	MEMBERSHIP CHANGE (Add <input type="checkbox"/> or Delete <input type="checkbox"/>)
Name: _____	Name: _____
Address: _____	Date of Birth: _____
Home Phone: _____	<input type="checkbox"/> Male <input type="checkbox"/> Female / <input type="checkbox"/> 21yrs & Under <input type="checkbox"/> 22yrs+
Alternate Phone: _____	Alternate Phone: _____
Email: _____	Email: _____
<i>*If changing primary member please list below.</i>	MEMBERSHIP CHANGE (Add <input type="checkbox"/> or Delete <input type="checkbox"/>)
Current Primary: _____	Name: _____
New Primary: _____	Date of Birth: _____
	<input type="checkbox"/> Male <input type="checkbox"/> Female / <input type="checkbox"/> 21yrs & Under <input type="checkbox"/> 22yrs+
	Alternate Phone: _____
	Email: _____

PAYMENT

If we do not receive a downgrade request within 15 days prior to the member's next draft date, the account will be drafted for the full amount and there will be no refunds issued. The downgrade will be processed the following month

MEMBER TYPE: _____

PROCESSING FEES

New Membership-

\$75 Adult/Special Hours

\$100 Family/Couples Special Hours

Upgrade- \$25 to Family/Couples Special Hours

Rejected Bank Draft Fee- \$28

	AMOUNT	DATES
Processing Fee: \$ _____		
Prorate Fee: \$ _____		_____
Membership: \$ _____		_____
Other Fee \$ _____		
(Explain) _____		
TOTAL: \$ _____		

NOTES: _____

MEMBER SIGNATURE: _____