

AUM Wellness Center

Payroll Deduction & Credit Card Payment Stop Form

Membership is a 3 or 12-month minimum commitment as selected on your Membership Agreement. These terms must be completed prior to cancellation. The early cancellation fee is equal to one month of your current membership fee.

Early cancellation will be approved only in an extreme case as determined by the Director such as moving more than 50 miles away or being medically unable to continue.

Must provide proof of reason for cancellation. Please allow up to 10 days for processing.

Date: _____

Warhawk ID# _____

First: _____ Middle: _____ Last: _____

Address: _____

Phone# (Between 8am - 5pm): _____

E-mail Address: _____

Please check the monthly deductions you would like stopped:

☐ Faculty/Staff ☐ Retirees ☐ Alumni ☐ Friends of AUM ☐ Affiliated ☐ Dependent

Do you have a locker? ☐ Yes ☐ No

(Please remember to remove your belongings before the last day of your membership. If you do not remove items, they will be bagged and stored at the Front Desk for one week, then destroyed or donated)

Please take a moment to tell us why you wish to cancel your monthly deductions:

Faculty/Staff: When cancelling your membership that is paid through payroll deduction, you must provide the Wellness Center Office 30 days' notice prior to the 1st of the month which you would like the membership terminated. For example, if you plan to terminate your membership on Aug. 31st, you need to return this form on or before July 30th.

Signature of Participant: _____

Desired Cancellation Date: _____

If for any reason you would like a member of the AUM Wellness Center to contact you or you would like to provide additional information, please provide your name and telephone numbers on the lines provided below or send us an e-mail at wellnesscenter@aum.edu.

Name: _____ Phone number: _____

E-mail: _____ (I prefer to be contacted via email: Y N)