

Program "Freeze"

Date: _____

Power Kix Martial Arts understands that "life gets in the way" and that occasionally students may need to stop the clock and/or take a break.

The policy for "freezing" a program is as follows:

1. Your program must be current and in good standing at time of request.
2. Request for program freeze **MUST BE IN WRITTING.**

(Program Freeze form and/or email, letter)

3. Duration of time for freeze **MUST BE** specific.

Please **NOTE:** At the end of the time duration, the clock will start again unless a **NEW,** written request has been submitted.

4. Program Freeze **CANNOT** be back dated.

5. Freezing a program **DOES NOT** freeze your regular payments. Payments **MUST** continue in order to keep the program in good standing. If program becomes delinquent, hold will be removed.

6. A program **MAY NOT** be frozen for more than one year. Programs may not be frozen indefinitely.

Please "Freeze" _____ martial arts program.

Name of student

Duration of "freeze" _____.

Reason for "freeze": _____

Signature of student or guardian _____ date: _____

Signature of staff: _____ date: _____

For Office Use Only

Please attach card to this form and place in FREEZE folder.

Date placed on hold in Member Solutions: _____

Date returned from hold: _____ New expiration date: - _____

Hold removed in Member Solutions: _____ staff initials _____

