

STANDING ORDER TERMS AND CONDITIONS 2014

1.0 Administration

- 1.1 All Monthly payees will be provided with a membership card to demonstrate they are an SO/Monthly payee.
- 1.2 All members will be required to present this membership card prior to admission to the pool session. If you lose or forget your card, please report to the admin desk on arrival to your pool session.

2.0 Payment Terms

- 2.1 If you decide to pay by a Standing Order, these are the responsibility of the payee to setup.
- 2.2 Payment to Mansfield Swimming Club must be made within the **first 5 working days** of the month.
- 2.3 Failure to make payment by the 5th working day will may result in refused admission to the pool sessions unless cash or cheque payment is given on the door.
- 2.4 Members who do not wish to pay by online BACS, but do wish to have a monthly pass, can pay by cheque to the door staff. This must be completed on the first swimming session of that month.
- 2.5 The Clubs bank account details are: **See Staff on desk at swimming**
- 2.6 The reference for the Standing Order payment should be your Membership number & Surname of the swimmer(s). - e.g.: 001-BLOGGS or 002/003-VIER
- 2.7 This is not a fixed term contract. If you wish to change between monthly payment and weekly/per session payment, you are free to do so. Please make a member of the door administration team aware prior to commencing any change.

3.0 Holidays

- 3.1 Members are permitted to take holidays during the standing order payment term.
- 3.2 Members must put in a holiday request form a **minimum of one month** prior to the holiday date.
- 3.3 Confirmation from the Swimming Club must be provided before any reduction in standing order payment is implemented.

4.0 Sickness & Absence

- 4.1 It is the risk of the payee for any sickness or absence from any swimming session paid for under the standing order.
- 4.2 Any long term sickness (10 days+) should be reported to the club for consideration of dispensation to rule 4.1.

5.0 Bonus Month

- 5.1 Members who continuously pay by monthly standing order or cheque, and take no more than 4 weeks holiday over a calendar year, will be entitled to swim during the month of AUGUST for free.