

# APPLICATION FOR ABSENT MEMBERSHIP



(Refer Rule 5(i) attached)

Member       Spouse       Junior       Children

Name : \_\_\_\_\_

A/C No : \_\_\_\_\_ Tel No : \_\_\_\_\_

Address : \_\_\_\_\_

\_\_\_\_\_ Postal Code : \_\_\_\_\_

45 Tanjong Rhu Road

Singapore 436899

Tel (65) 6342 3600

Fax (65) 6344 4476

[www.sswimclub.org.sg](http://www.sswimclub.org.sg)

I wish to apply for Absent Membership under Clause 5(i) of the Club Rules.

I hereby give you the requisite minimum one month notice of my intended date of departure from Singapore which is \_\_\_\_\_ (date of departure).

I expect to be absent from Singapore for a period of \_\_\_\_\_ months/years from \_\_\_\_\_ to \_\_\_\_\_ for the purpose of \_\_\_\_\_ and enclose a photocopy of my \_\_\_\_\_ as a documentary proof of absence. My family members under my account (if applicable) will also be absent during the above period.

\_\_\_\_\_

Mailing Address

Katong P.O. Box 50

Singapore 914302

I shall be residing at \_\_\_\_\_

and shall duly notify you of any change of my overseas address.

## **Points to note:-**

- 1) By providing the information set out in this form and submitting the same to you, I consent to the Singapore Swimming Club collecting, using, disclosing and sharing my personal data and disclosing such personal data to SSC's authorised service providers and relevant third parties for purposes reasonably required by SSC to process my application.
- 2) These purposes are set out in greater detail in SSC's Data Protection Policy, which is accessible at [www.sswimclub.org.sg](http://www.sswimclub.org.sg) or which may be provided to me upon request. I confirm that I have read and understood the Data Protection Policy."
- 3) Where I have submitted the personal data of third parties to Singapore Swimming Club, I confirm that I have obtained the consent of the these third parties for the disclosure to Singapore Swimming Club for purposes reasonably required to apply for new membership, in compliance with the Personal Data Protection Act 2012 (No. 26 of 2012).
- 4) These purposes are set out in greater detail in the Data Protection Policy of the Singapore Swimming Club and I acknowledge and agree that it is my responsibility to provide these third parties with a copy of the Data Protection Policy."

*Please Turn Over*

**DECLARATION BY CANDIDATE**

Upon approval of my application, I shall : -

1. Pay in advance an absent fee equivalent to 30% of 6 months subscription fee for every 6 month period of absence, ie. Family Membership - \$211.86 and Single Membership - \$125.19.
2. Surrender my membership card/s before my departure and settle all outstanding amounts before I leave
3. Notify the Club within 7 days upon my return

Mailing address during absence : \_\_\_\_\_

\_\_\_\_\_

MEMBERS' SIGNATURE

\_\_\_\_\_

DATE

**PLEASE CHECK THAT YOU HAVE ENCLOSED YOUR DOCUMENTARY PROOF!**

**FOR OFFICIAL USE ONLY**

DOCUMENTARY PROOF SUBMITTED:

MEMBERSHIP CARD SURRENDERED:

REMARKS :

## RULES ON ABSENT MEMBERSHIP

### **Rule 5(i)**

- i) Any member who intends to reside for more than six months overseas may, except in the case where the spouse and/or family remain in Singapore, apply in writing to the General Manager to be placed on the Absent Members List after making full settlement of all amounts due to the Club before his departure. The decision of the Club to place a member on the Absent Members List shall be in the sole discretion of the Club, which decision shall be final and conclusive.
- ii) The member's written application shall be made at least one month prior to the date of intended departure and shall exhibit evidence of his departure and state the reasons for residence outside Singapore, the expected period of overseas residence and the overseas forwarding address.
- iii) Prior to his departure, the member whose application for Absent Member status has been approved, shall surrender his Membership card to the Club. During the period of overseas residence, the Absent Member shall notify the Club of his latest overseas forwarding address.
- iv) An Absent Member shall within 7 days of his return to residence in Singapore, give written notice to the General Manager and documentary proof of his period of absence and his return to Singapore. Until he gives the requisite written notice to the Club, he shall not be entitled to use and enjoy the facilities of the Club. If the Club is satisfied that the member has observed all rules in connection with his absence and has paid all arrears on his account, the member's name shall be restored to the Club Register. If the member fails to prove to the satisfaction of the Club, his residence outside Singapore during the period as claimed by the member, the Club shall be entitled to charge the member the normal subscription fee applicable for the period as if he were in Singapore. Where the Club is of the view that the member has misrepresented facts to the Club or breached any of the Rules herein contained, the member may be subject to disciplinary proceedings in accordance with the Rules.
- v) An Absent Member shall not be entitled to use and enjoy any of the facilities of the Club during the period he remains on the Absent Members List, unless he is in Singapore on a temporary visit and he gives at least 7 days written notice of his intention to use and enjoy the Club's facilities. The notice must specify the period of the temporary visit to Singapore. Such temporary period shall not exceed 3 months. In the event that the member is in Singapore for more than 3 months at any one time, he shall be regarded to have returned to Singapore for the whole period and is reliable for full subscription and any other levies.
- vi) An Absent Member shall be liable to pay the normal subscription fee and pro-rated spending levy for the month in which he leaves Singapore, the month in which he returns to Singapore and for every month of any temporary visit to Singapore to which he has given notice under sub-Rule (v) hereof. Save as aforesaid, an Absent Member shall pay 30% of the normal subscription fee applicable to his category of membership. Absent members are also chargeable, like all other members, with any development levy or fee as may be imposed by the Club from time to time. Payment of Absent fee shall be made six months in advance and it shall not be refundable for the first six months from the date of being placed on the Absent Members' List. Normal subscription fee and pro-rated spending levy shall be charged for any temporary visit to Singapore after the first six months of the approved period of absence.
- vii) An Absent Member shall remain on the Absent Members List so long as he keeps his account in credit. In the event that he, during his period of absence, is in arrears for any reason for a period exceeding six months, the General Manager shall issue a 30 day notice to settle all arrears, such notice to be sent to his last known forwarding address by registered post. If he fails to make payment within the time given, he shall immediately cease to be a member of the Club but without prejudice to the right of the Club to recover all monies due by him to the Club.
- viii) An Absent member who ceases to be a member for non-payment of his absent fees may, on submitting a written explanation of the reasons for non-payment satisfactory to the Management Committee, be reinstated as a member at the absolute discretion of the Management Committee. Reinstatement under this rule shall be subject to such terms and conditions as the Management Committee may determine from time to time. However, such application for reinstatement shall only be considered if it is received by the Club not later than nine months from the date of his cessation.
- ix) A member other than an Individual Term Member who has children below the age of 16 years who intend to reside for more than 6 months overseas may apply to the General Manager in writing to have such children's names placed on the Absent Members List in accordance with sub-Rule (ii) hereof. The Club shall at its sole discretion, decide on the placing of such children on the Absent Members List. All provisions on Absent Members herein contained, shall apply to children placed on the Absent Members List, except that there shall be no payment of Absent Members fee for the children concerned during the period of their absence from Singapore.

## RULES ON ABSENT MEMBERSHIP

- x) A Junior Member who intends to reside for more than six months overseas may apply to the Club to be placed on the Absent Members List in accordance with sub-Rule (ii) hereof. The Club shall at its sole discretion decide on placing the Junior Member on the Absent Members List. All provisions on Absent Members herein contained shall apply to Junior Members placed on the Absent Members List except that there shall be no payment of Absent Members fee for the Junior Member concerned during the period of his absence from Singapore.
- xi) On attaining the age of 16 years, a child member whose name has been placed on the Absent Members List, shall convert in absentia to Junior Membership within six (6) months of attaining this age, failing which the facilities of the Club shall be withdrawn from him but such shall may be introduced as a guest in accordance with these Rules and Bye-Laws. It shall be the responsibility of the parents to ensure that the conversion to Junior Membership is made within the prescribed time. If converted to Junior Membership, the Junior Member shall be entitled to remain on the Absent Members List and be subject to all provisions herein contained on Absent Member.
- xii) In the event that this option is exercised after the period of six (6) months of attaining the age of 16 years, the Management Committee shall have the absolute discretion to approve such conversion on condition that the member shall be charged with subscription, levies and other charges back-dated to the date he attained the age of 16 years in addition to a surcharge of up to 100% of the total amount payable.
- xiii) In the event that this option is not exercised after a period of twenty four (24) months from the date he attained 16 years, his right to convert to Junior Membership and Ordinary Membership shall cease but he may be introduced as a guest in accordance with these Rules and the Bye-Laws.
- xiv) On attaining the age of 21 years, a Relevant Person whose name has been previously placed on the Absent Members List, shall convert in absentia to Ordinary Membership, within six (6) months of attaining this age, failing which the facilities of the Club shall be withdrawn from him but he may be introduced as a guest in accordance with the terms and conditions of these Rules and the Bye-Laws.
- xv) In the event that this option is not exercised after the period of six (6) months of attaining the age of 21 years, the Management Committee shall have the absolute discretion to approve such conversion on condition that the member shall be charged with subscription, levies and other charges back-dated to the date he attained the age of 21 years in addition to a surcharge of up to 100% of the total amount payable.
- xvi) In the event that this option is not exercised after a period of twenty four (24) months from date the Relevant Person attained the age of 21 years, his right to convert to Ordinary Membership shall cease but he may be introduced as a guest in accordance with the terms and conditions of these Rules and Bye-Laws.
- xvii) Any member, Junior Member or children of members who intends to reside in any country to be specified by the Management Committee which shall from time to time decide, shall not be qualified to make an application under sub-Rule (ii) hereof for Absent Member status.
- xviii) All members, Junior Members or children of members placed on the Absent Members List shall observe the Rules herein contained on Absent Members, failing which they or the parent/s concerned may be subject to disciplinary proceedings in accordance with the Rules. The General Manager shall notify the member or the parent/s of the Junior Member concerned at the last known forwarding address of any such proceedings, which may proceed in the absence of the member or the parent/s of the Junior Member concerned after notice has been duly given.