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Current as at August 2009

SQUAD FEE ADJUSTMENT FORM (for squad training students)

NOTE: This form may be downloaded from the Tateswim website (refer to administration page)

Swimmers may apply for a partial squad fee adjustment if absent from training for at least two or more consecutive weeks, and have not applied for an adjustment in the last four months. Please note that applications must be received no later than 30 days after the period of absence.

NOTE: This form must be returned before the 15th day of the month in order for the adjustment to be made to the upcoming month's fees.

Squad fees are adjusted (reduced) as shown below:

Period of absence:	Adjustment amount:
Less than 2 consecutive weeks	No adjustments
2 to 8 consecutive weeks	Fees reduced by \$15 per week absent (pro-rata)
Greater than 8 consecutive weeks	Contact Tateswim

To apply, please complete the following:

1. Have you completed a squad fee adjustment in the last 4 months?

- No** - Continue to next question
- Yes** - Sorry, an application for squad fees can not be made if an application has been made in the last four months.

2. What was the date of the first session you were absent?

3. What was the date of the last session you were absent?

4. How many weeks have you been absent in total?

NOTE: Do not include non-training periods as fees are already adjusted for these periods. Refer to training calendars on the Tateswim website for non training periods for your squad.

5. What is your name?

6. What squad are you in?

7. Who is your coach?

8. What is your email address (or phone number if email not available)?

This form may be returned as follows (please do not hand to coaches):

Scan/email (preferred): info@tateswim.com.au
Fax: (03) 9878 0387
Post: Tateswim - PO BOX 2293, Blackburn South VIC 3130

Tateswim office use only

Date application received:

Duration of absence:

Adjustment (reduction) amount:

Month to which adjustment will apply:

Date client notified of adjustment: