



Office Use Only

Date received: _____

Received by: _____

ICP Updated: _____

Time Off Form

All time off requests for future sessions **MUST** be made before the last day of the current session. Requesting time off after the first day of a new session may not result in a refund. If you desire to drop your child's class, please fill out this form and return to our office. Requests must be submitted **in person** or **scanned and emailed on this form**. If you email this form, please make sure you receive a response email from us confirming receipt. Requests not on this form such as verbal or telephone are not a valid method for requesting time off. Thank you!

Please check the boxes to indicate you understand and agree with the following:

- I request that my child be dropped from his/her current class beginning next session.
- I understand that by dropping, I am giving up my child's class slot and may not be guaranteed to be able to return to my class day/time.
- I understand that requesting a drop mid-session may not result in a refund or credit.
- I understand this drop request form for the next session must be received by Grand Blanc Gymnastics no later than the final day of the current session.

Date: _____ Student Name: _____

Class Level/Day/Time: _____

Please drop the above student from the class shown effective (date): _____

Parent Name: _____ Contact #: _____

Parent Signature: _____

Each and every customer is extremely valuable and important to us. In order to create the best program possible, we are always looking for ways to improve. We would greatly appreciate you answering the following question regarding the reason for taking time off from our program. Thank you for your time!

What is the primary reason you are stopping Grand Blanc Gymnastics at this time?

- Schedule conflict
- Alternate sport/activity beginning
- Gymnast lost interest in gymnastics
- Other: (Please explain)