

# Sydney Uni Swim Program

## Enrolment Form & Direct Payment Request



**Note:** All information provided to SUSF is strictly confidential. Simply complete this form at reception and hand to your swim program representative

### Parent / Guardian Details

First Name \_\_\_\_\_ Last Name \_\_\_\_\_

Street Address \_\_\_\_\_

Suburb \_\_\_\_\_ State \_\_\_\_\_ Postcode \_\_\_\_\_

Telephone (daytime) \_\_\_\_\_

Telephone (mobile) \_\_\_\_\_

Email \_\_\_\_\_

Emergency Contact Name (other than person bringing student/s to lesson) \_\_\_\_\_

Relationship \_\_\_\_\_

Emergency Contact Telephone \_\_\_\_\_

Is there an order that prevents the handing over of the child(ren) to a non-custodial parent?  Yes  No

If yes please provide details

\_\_\_\_\_

\_\_\_\_\_

Membership Number 1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

### Student Details

1 Name \_\_\_\_\_ Fee \$ \_\_\_\_\_

Date of Birth D D M M Y Y \_\_\_\_\_

Squad \_\_\_\_\_

2. Name \_\_\_\_\_

Date of Birth D D M M Y Y \_\_\_\_\_

Squad \_\_\_\_\_

3. Name \_\_\_\_\_

Date of Birth D D M M Y Y \_\_\_\_\_

Squad \_\_\_\_\_

total \_\_\_\_\_

Does your child(ren) have any medical condition or illness which may affect his/her health or safety whilst participating in our program

no  yes

If yes, please provide details and medical plan, if necessary

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

I hereby authorise the staff from SUSF to organise medical or hospital treatment as they see necessary. SUSF will not be responsible for any costs associated with medical treatment.

I have read and understood the swim programs terms and conditions and accept the policies of the Sydney Uni Sport and Fitness Swim Programs.

Signature \_\_\_\_\_

Date \_\_\_\_\_

SIGN HERE

D D M M Y Y

### Credit Card Details

Card holder name (exactly as on card) \_\_\_\_\_

Credit - Mastercard/Visa Card Number \_\_\_\_\_

Expiry Date \_\_\_\_\_

CCV \_\_\_\_\_

### Application Declaration

I/we authorise and request SUSF (ABN 96121520371), until further notice in writing, to arrange for funds to be charged by SUSF staff from my/our account above as instructed by me/us or any other amounts as instructed or authorised to be charged in accordance with the terms and conditions of the Direct Payment Request (DPR) as amended from time to time.

By signing this DPR I/We acknowledge that this direct payment arrangement and membership is governed by the terms of Authorisation as in the DPR attached to this request.

I/we request the Monthly Payment Fees of \$ \_\_\_\_\_ be charged from my/our account on the first available business day of each month.  
First Deduction \_\_\_\_/\_\_\_\_/\_\_\_\_.

At the commencement of the DPR membership a pro-rata of the monthly fee maybe payable at the time of joining subject to SUSF discretion  
I/we understand that monthly memberships continue indefinitely – refer to cancellation policy and procedure overleaf.

#### IMPORTANT

On the due payment date, the payment will be charged to your account on the first available business day of each month

I/we have read and accept the terms and conditions set out in the Direct Payment Request Service Agreement.

Signature \_\_\_\_\_

Date \_\_\_\_\_

SIGN HERE

D D M M Y Y

Signature \_\_\_\_\_

Date \_\_\_\_\_

SIGN HERE

D D M M Y Y

# Sydney Uni Swim Program

## Enrolment Form & Direct Payment Request



Request for Direct Payment : Sydney Uni Swim Programs, Sydney Uni Sport and Fitness

*Note: All information provided to SUSF is strictly confidential. Simply complete this form and return to your swim programs representative*

## Direct Payment Request Service Agreement (DPRSA)

1. By signing the Direct Payment Request, you authorize Sydney Uni Sport and Fitness to arrange for fees to be charged to your account in accordance with the agreement.
- 2 We will advise you 14 days in advance of any changes to the Direct Payment Request.
- 3 This is a binding agreement, which cannot be cancelled other than as set out in these Terms & Conditions.
- 4 The monthly membership payment will continue automatically until you advise SUSF of your desire to cancel and I/we agree that any outstanding fees must be paid in full.

There is no stop facility on this membership. Extended break of 6+ week will be considered

Performance Squads agree to 11 payments per calendar year, one month payment is in lieu of all other holidays/season breaks. (No fees are charged in December) Cancellations must be advised directly to [swimschool@sport.usyd.edu.au](mailto:swimschool@sport.usyd.edu.au) For all matters relating to the Direct Payment Request, including cancellation of membership payment you should:

- (a) Contact SUSF 15 days prior to next scheduled payment by emailing [swimschool@sport.usyd.edu.au](mailto:swimschool@sport.usyd.edu.au)
- (b) Allow for 15 days for the amendments to take effect or to respond to a dispute.

5 **It is your responsibility to ensure that:**

sufficient cleared funds are in the Account when the payments are to be drawn; the authorisation to debit the Account is in the same name as the Account signing instruction held by the Financial Institution where the Account is held; suitable arrangements are made if the direct debit is cancelled:

- (a) - by yourself; or
- (b) - by your Financial Institution
- (c) - At least 1 (one) business day is allowed for change of account details

6 **Payment due date is first available business day of the month**

**If you are uncertain when the payment will be charged to your card, please check with SUSF on 9351 8735**

7. For returned unpaid transactions, the following procedures or policies will apply:
  - (a) we treat the payment as if it was never made;
  - (b) services may be suspended until the outstanding charges are paid; and/or
  - (c) A dishonor fee of \$15.00 may be applied to your account for drawings that are returned unpaid. We reserve the right to cancel the Direct Payment Request at any time if drawings are returned unpaid by your Financial Institution.
8. All Customer records and Account details will be kept private and confidential to be disclosed only at your request or at the request of the Financial Institution in connection with a claim made to correct/investigate an alleged incorrect or wrongful debit or otherwise as required by law.

## Sydney Uni Swim Program Terms & Conditions and Policy

- 1 Should any interpretation of policy or regulations arise, the decision of the Management of SUSF in relation to that question shall be final, and no claim for compensation or damages or refund may be made by members against SUSF and/or Management. Conditions of membership are subject to change, current conditions are available at Centre reception, and current conditions will apply on all issues.
- 2 **ENTRY PASSES**

Members are required to present their membership cards and swipe to gain entry to sessions. Members are responsible for lost, stolen or damaged cards. A nominal charge of \$7.50 will be charged for its replacement. Misuse of entry passes by members and an ongoing failure to produce entry passes may result in the termination of services.
- 3 **INJURY LIABILITY**

There is always a risk of injury when using SUSF equipment, facilities and services. SUSF does not accept any responsibility for any such injury and members must accept that risk. Members must disclose to the SUSF any circumstances which may affect the safety or increase the risk or injury.
- 4 **MEDICAL TREATMENT**

All members enrolled in the Sydney Uni Swim Programs consent to receive any medical treatment that the SUSF staff consider necessary or desirable throughout their participation in swimming lessons.
- 5 **CHANGE OF DETAILS**

Sydney Uni Swimming will use email as the primary channel of communication. It is the member's responsibility to keep Swim School informed of any changes of contact details.
- 6 **EVENTS, SCHEDULED MAINTENANCE, CLOSURES**

Sydney Uni Swim Program will endeavor to accommodate all users of the facility during these periods; however in some circumstances change to regular structure, location, or cancellation may be necessary. Sydney Uni Swim School will make every effort to keep members informed of any potential disruptions or cancellations via email, and Centre signage.
- 7 **CODE OF CONDUCT**

A high standard of behavior is expected from Members, parents and carer at all times. Members must adhere to all By-Laws, regulations and signage. All SUSF Staff and Management reserve the right to refuse admittance to/removal from the Centre or swimming lesson if the member or participant does not comply with the Conduct Policy.
- 8 **PRIVACY POLICY**

Your privacy is protected under the Privacy and Personal Information Protection Act 1998. Personal information will be used only to provide you with details about the Centre and the activities that you have expressed an interest in via email, SMS or phone. Please advise if you do not want your details recorded for this purpose. All information provided to SUSF is strictly confidential. Full policy can be viewed at : [https://www.susf.com.au/files/2016\\_SUSF\\_privacypolicyedit.pdf](https://www.susf.com.au/files/2016_SUSF_privacypolicyedit.pdf)
- 9 **PHOTOGRAPHY AND RECORDING DEVICES**

It is a condition of entry that a person will not operate any visual recording equipment in the facility except in accordance with a Visual Recording Agreement made with the Aquatic Centre. Any person breaching this condition must immediately leave if directed to do so by a member of the staff. Please enquire at the reception desk if you wish to operate visual recording equipment within the Centre. We ask that you respect the wishes of other patrons who may not wish to have themselves or their children filmed whilst using the Sydney Uni Aquatic Centre.
- 10 **IN THE EVENT OF AN EMERGENCY**

If Sydney Uni Sport and Fitness Centre is ever subjected to an emergency evacuation, please do not panic but take directions offered by the designated Fire Warden. It is important when moving around the Aquatic Centre during an emergency that you do not run. Please listen and follow the instructions that are given by the trained staff. Your child will remain in the care of the Swimming Instructor /Coach whilst moving to the assembly area, we ask that you meet their class at the assembly area and please do not take your child without the permission of the Warden, as this may result in putting a staff member or emergency services in danger while they look for your child.