

## APPLICATION FOR ABSENT MEMBERSHIP

### Personal Particulars

Name of Member: \*Dr / Mr / Mrs / Ms / Mdm: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Mobile no.: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Address (For refund of subscription fee) : \_\_\_\_\_

### Details of Absence

**Kindly submit a scanned copy of your Overseas Posting Order with this form. DO NOT FAX this form.**

Period of Absence: (FROM) \_\_\_\_\_ (TO) \_\_\_\_\_

Reason(s): \_\_\_\_\_

### Terms & Conditions

- 1 This application form is subject to approval by the management of the club.
- 2 The application for Absent Membership is only applicable to members who will be away from Singapore for a consecutive period of 3 months or more.
- 3 This application form is to be submitted with the Overseas Posting Order from CPC within 2 months upon returning to Singapore.
- 4 During the period of absence, the absentee's members' privileges are suspended. He/She and his/her family shall not be entitled to enjoy members' benefits during the use of club facilities and services.
- 5 The club shall process the refund of the subscription fee to members within 2 months upon receiving this application form.

### Declaration

- 1 I declare that the particulars provided above are true and the club reserves the right to reject my application if any falsification is made.
- 2 I allow the club to release, and obtain from MINDEF my personal particulars for verification purposes.
- 3 I understand that my personal particulars provided in this form will be used for the verification of my absent membership application, and for documentation purposes.

Signature (Applicant): \_\_\_\_\_

Date: \_\_\_\_\_

### For Official Use Only

Verified by HR Manager: \_\_\_\_\_  
Signature / Date