

Y BASE CHANGE/CANCELLATION FORM

Staff initial: _____ Date: _____

Use this form only if child is already registered (please use a separate form for each child).

All changes must be completed 2 WEEKS PRIOR to the start of a two week session.

Select purpose of form: CANCEL SESSION CHANGE ATTENDANCE

Student's Name _____ Parent/Guardian's Name _____

Parents/Guardian's Contact Information: Email _____ Phone _____

Dates of Session _____ School _____

CANCEL SESSION: (Requires 2 week Notice)

Current Registered Session: _____

Reason for Cancellation? _____

Parent/Guardian Signature: _____

CHANGE ATTENDANCE: (NEW SCHEDULE)

AM ONLY: 5 Day _____ 3 Day _____ 2 Day _____

PM ONLY: 5 Day _____ 3 Day _____ 2 Day _____

AM & PM: 5 Day _____ 3 Day _____ 2 Day _____

Pricing Per Week

	5 Days M-F	3 Days M, W, F	2 Days T, Th
AM Only	\$38	\$30	\$20
PM Only	\$58	\$42	\$28
AM & PM	\$90	\$60	\$40

Is this a one-time change or a permanent change?: _____

Parent/Guardian Signature: _____

Bank Draft Account Change Form:

New Account Information: Name of Financial Institution _____

Routing Number _____ Account Number _____

*Must attach voided check of new account.

Please scan and email your changes to jami.golz@glymca.org, or you may drop off your change form at the Geneva Lakes Family YMCA, located at 203 S. Wells Street Lake Geneva, WI. 53147. Change forms can also be given to your child's YBASE site supervisor.

Please allow 3-5 business days for processing request. You will be notified via phone or email.

