

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 ADD EXTRAS

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:

Current Schedule: AM ONLY ___ PM ONLY ___ AM & PM ___

New Schedule: AM ONLY ___ PM ONLY ___ AM & PM ___

Weekly/Bi-Weekly Pricing
AM Only: \$38/\$76
PM Only: \$58/\$116
AM & PM: \$90/\$180

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

Parent/Guardian Signature: _____

ADD EXTRAS: Please circle all that apply.

Thursday Early Release (until 6pm):

Star Center (until 6pm): Central Denison (until 6pm):

Dates Care Needed: _____

Bank Draft Account Change Form:

Old Account information: Name of Financial Institution _____

Routing Number _____ Account Number _____

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.

