

Corporate Leisure Active Terms and Conditions

- Submit your completed application form to the centre reception, allow up to 28 days for processing. The application process can also be completed online. The application process can also be completed online.
 - Continuing proof of eligibility will be required on an annual basis.
 - Upgrades and changes to Corporate Leisure Active categories are at discretion of Fife Sports and Leisure Trust. A minimum of 30 days notice is required using the amendment form.
 - Fife Sports and Leisure Trust reserves the right to reject an application.
 - Lost/stolen Corporate Leisure Active cards can be reported at any leisure centre. This should be done as soon as possible. A charge of £3.40 will be made for a replacement card. Alternatively, a wristband can be purchased for £5.00.
 - The Corporate Leisure Active card is not transferable. Attempted use of the Corporate Leisure Active card by a non member will result in cancellation of that Corporate Leisure Active membership without any refund of fees already paid.
 - Corporate Leisure Active Payment methods:
Annual Payment:
Membership is valid from day of purchase for 12 months.
Direct Debit:
- First payment should be made at the leisure centre reception on completion of the application form or at the time of joining if completed online. This is non-refundable.
 - Membership is valid from date of first payment.
 - Direct Debits will be called on the 1st of each month, or next banking day. The initial Direct Debit will include an element of a pro-rata payment dependent on date of joining.
 - Any member paying by Direct Debit will be notified of any 14 changes to their Direct Debit payment. The scheme will continue to offer unlimited access without disruption or inconvenience. To opt out at any time, after the minimum contract period, one calendar month written notice is required using the cancellation form.
 - If a direct debit payment or cancellation form is not received, a letter will be sent to the member advising of the amount due and that the membership has been suspended. The member will be advised that they will not be permitted to rejoin the scheme until all amounts due are paid in full. If the outstanding amount remains unpaid, the Corporate Leisure Active membership will be cancelled and the member will be invoiced for any outstanding monies.
- 8. Membership is for a minimum period of 4 months. Members can cancel at any time after 3 months of membership has been completed but must give a minimum of one calendar month notice in writing using the cancellation form. We must receive your cancellation notice by the first day of the month and your membership will end on the last day of the month; otherwise you will be liable for one more payment, with use of the facilities. A receipt for the cancellation form will be given. It is the responsibility of the Leisure Active member to retain this receipt and to contact the Leisure Active**

Administration Team if no receipt is received within 14 days of the cancellation request. A cooling-off period in which a member can withdraw from the contract must be communicated in writing in the first seven days from when the contract is signed. The cancellation form should be posted to: Leisure Active Administration Team, Music Institute, East Port, Dunfermline, Fife, KY12 7JA, handed in at the leisure centre, by email to leisureactive.admin@fifeleisure.org.uk or online and will be actioned from the date the cancellation form is received by the Leisure Active Administration office.

- Refunds for Corporate Leisure Active memberships paid annually will only be made in exceptional circumstances on a pro-rata basis at the discretion of Fife Sports and Leisure Trust.
- The Corporate Leisure Active charges will be reviewed annually and determined by Fife Sports and Leisure Trust.
- The Corporate Leisure Active member must present their card or wristband on every visit, obtain a valid receipt and notify for every activity that they wish to attend. FSLT venues operate secure door control systems to eliminate unauthorised access. No card = no entry unless a replacement card is purchased or the full price of the activity is paid.
- If you require to cancel a pre-booked activity then 24 hours notice is required. Failure to do so may result in the suspension of your Corporate Leisure Active membership without any refund of fees already paid and we may withdraw your right to pre-book.
- Bookings can only be accepted if a valid Corporate Leisure Active card is produced, or in the case of a telephone booking the membership number is quoted.
- Fife Sports and Leisure Trust reserves the right to exclude Leisure Active members if their behaviour is deemed inappropriate or constitutes a risk without any refund of fees already paid. This includes misuse of the Fast Track Kiosks.
- Only authorised users will be admitted to the gym. An Induction or Familiarisation session is required to become an authorised user. All users must be signed off by a member of the gym staff prior to accessing the facility.
- Access will be restricted during seasonal holidays and maintenance closures. There will be no refund for any variations in access times or for the restriction to facilities.
- To access the health suite all members must be 16 years and over.
- All facilities and activities are subject to availability and are governed by the Sports and Leisure Venue Rules.
- All category options are subject to availability, customers should familiarise themselves with the facilities available in each centre.
- Data is collected in accordance with the Data Protection Act 1998. It is the member's responsibility to ensure the data we hold for them is up to date and accurate.
- Fife Sports and Leisure Trust reserves the right to amend terms and conditions at any time.

Company Name:		Date of Birth:		\	\
Title: MR/MRS/MISS/MS	Forename(s):		Surname:		
Address:					
				Postcode:	Email:
Tel: Home:		Mobile:			

MyFife Card No:

and / or Fife Sports and Leisure Trust Member No:

The Data Protection Act 1998 The information supplied on this form will be retained by Fife Sports and Leisure Trust on a secure database and will be used only in accordance with our obligations under the Data Protection Act 1998. Any information you give us on medical conditions will only be used for the purpose of ensuring you receive appropriate services and, if necessary, emergency treatment from us.

☐ Please tick if you would like to receive further information from us about our services, special offers and details of future events and courses organised or promoted by us. We may contact you by letter, telephone, email or text message using the contact details you have provided on this form.

Package Options	Bronze	Silver: Gym & Swim	Diamond	Payment	Annual Payment
	Gold	Silver: Health Suite & Swim	Platinum		Monthly Direct Debit

Friend Referral: Have you been referred to Leisure Active by an existing member?

Friends Name: Leisure Active No:

Terms and conditions have been verbally explained. Reception Initials:

I have read and agree to abide by the terms and conditions:

Print Name: Signature: Date:

Reception Use Only	
Centre Name: <input type="text"/>	
Payment: <input type="checkbox"/> Cash <input type="checkbox"/> Card <input type="checkbox"/> Direct Debit	Receipt: <input type="text"/> Amount: £ <input type="text"/>
1st Installation Paid: <input type="checkbox"/> Yes <input type="checkbox"/> No	Initials: <input type="text"/> Date: <input type="text"/> <input type="checkbox"/> Company Evidence Produced
Administration Use Only	
Card Number: <input type="text"/>	LIMS Enter: <input type="text"/> Date Valid: <input type="text"/>
	Expiry Date: <input type="text"/> Promo: <input type="text"/>



Have you completed the direct debit form overleaf?



Please fill in the whole form including official use box using a ball point pen and send it to:

Fife Sports and Leisure Trust Ltd
Music Institute
East Port
Dunfermline
Fife
KY12 7JA

Instruction to your Bank or Building Society to pay by Direct Debit

Service user number

2 7 5 4 6 1

FOR FIFE SPORTS AND LEISURE TRUST LTD OFFICIAL USE ONLY
This is not part of the instruction to your bank or building society.

Instructions to your Bank or Building Society:

Please pay Fife Sports and Leisure Trust Ltd Direct Debits from the account detailed in this Instruction subject to the safeguards assured by the Direct Debit Guarantee. I understand that this Instruction may remain with Fife Sports and Leisure Trust Ltd and, if so, details will be passed electronically to my bank/building society.

Name(s) of Account Holder(s)

Bank/Building Society Account Number

Branch Sort Code

Name and full postal address of your Bank or Building Society

To: The Manager Bank/Building Society

Signature(s)

Address

Postcode

Date

Banks and Building Societies may not accept Direct Debit Instructions for some types of account.

DD11

This guarantee should be detached and retained by the payer.

The Direct Debit Guarantee



- This Guarantee is offered by all banks and building societies that accept instructions to pay Direct Debits
- If there are any changes to the amount, date or frequency of your Direct Debit Fife Sports and Leisure Trust Ltd will notify you 10 working days in advance of your account being debited or as otherwise agreed. If you request Fife Sports and Leisure Trust Ltd to collect a payment, confirmation of the amount and date will be given to you at the time of the request.
- If an error is made in the payment of your Direct Debit, by Fife Sports and Leisure Trust Ltd or your bank or building society you are entitled to a full and immediate refund of the amount paid from your bank or building society – If you receive a refund you are not entitled to, you must pay it back when Fife Sports and Leisure Trust Ltd asks you to
- You can cancel a Direct Debit at any time by simply contacting your bank or building society. Written confirmation may be required. Please also notify us.

Healthy Workplace, Healthy Results

20%
employee
discount

Corporate Members Application

	Monthly Direct Debit	Annual Payment
ActiveBronze		
Swimming	£15.40	£154.00
ActiveSilver		
Gyms & Swimming or Health Suite & Swimming +	£22.00	£220.00
ActiveGold		
Gyms, Swimming & Health Suite +	£28.70	£287.00
ActiveDiamond		
Fitness Classes	£32.80	£328.00
ActivePlatinum		
Fitness Classes, Gyms Swimming & Health Suites +	£41.00	£410.00

Research shows that regular
exercise undertaken by
employees can lead to:

Reduced short term sickness

Enhanced employee loyalty

Boosted morale and motivation

+ You can also use:

Strength & Conditioning Suite (Pitreavie)
Aquagym (Cowdenbeath)
Running Tracks (Michael Woods & Pitreavie)
Climbing Wall (Carnegie)

www.fifeleisure.org.uk

Scottish Charity No SC288484 | Company Registration No SC398004

