



ABSENT MEMBERSHIP APPLICATION

1. Absent Membership Rules

In accordance with the Club's Constitution Article 7 Clause 7.2(c), and Bye-laws: the rules on absent membership are as follows:

- a. Any member (other than a Corporate (Transferable) Member or Term Member) who is not or will not be present in Singapore for a continuous period of at least **six months** may apply to be placed on the Absent Member list. Upon approval, he shall be placed on such list and his liability to pay the subscription fee shall be reduced in such manner as the Management Committee thinks fit.
 - b. Any Member intending to apply to be an Absent Member must settle his outstanding account before making the application and must return his membership card and car park label with his application. The Club reserves the rights to debit any outstanding amount that were not settled to member's account even though the Member is already on absent.
 - c. Any application is for a minimum of 6 months and to a maximum of 3 years and thereafter may be renewed for such a period as the Management Committee may decide. An application for renewal of Absent Membership is required to be submitted before lapse of Absent Membership.
 - d. Every application to be an Absent Member is subject to approval by the Management Committee.
 - e. Any Absent Member intending to temporary activate his membership must pay in advance all subscription fee including F&B Levy for the month/s he is applying for together with his application.
2. The 20% absent membership subscription fee must be paid in advance for the entire duration of the absent period.

Absent Subscription Fee	Per Month (9% GST inclusive)
Principal Member	\$19.62
Spouse Member	\$2.18
Junior Member	\$2.18

3. Please submit supporting documents that reflect the stipulated period of absence. These may include a visa, employment letter, PR card, letter of acceptance from an educational institution or other relevant documents.
4. If you are participating in any sporting, lifestyle, training activities or courses, please inform the relevant section to suspend your billings during your period of absence.



ABSENT MEMBERSHIP APPLICATION

1. APPLICANT'S PARTICULARS

Name: _____ Membership A/C No.: _____

Local Address: _____ Postal Code: _____

Overseas Address: _____ Postal Code: _____

Contact: _____ (R) _____ (HP) E-mail: _____

Person to contact during absence: _____ Relationship: _____ Contact: _____

2. TYPE OF APPLICATION (Please tick appropriate box)

New Extension Temporary Activation

Start Date: _____ End Date: _____ Duration: _____ months / year(s)
DD/MM/YY DD/MM/YY

3. REASONS FOR APPLICATION (Please tick appropriate box)

Overseas study Overseas employment Other, please specify: _____

Name of Overseas Institution / Employer: _____

4. IMPORTANT NOTICE

- Please return your membership card(s) and car label(s) and ensure that all outstanding dues and advance absent subscription fees are fully settled. Kindly also utilise your F&B credits before the absent membership commences.
- To extend your absent membership, please submit your application to the Club at least one month before the expiry date, along with the required payment and supporting documents. Otherwise, full subscription fees will apply. In the event of a late application, any subscription fees and F&B levy already charged will not be refunded or reversed, in accordance with the Club's Bye-Laws.
- Please note that any payment received does not mean your absent membership application is approved. Approval is only confirmed once all required documents have been submitted and the reason for your absent membership has been accepted.
- All correspondence regarding absent membership will be sent via email. In the event that any notice is sent by ordinary post, sending it to the last address recorded with the Club shall be deemed effective service of the notice.
- I hereby agree to abide by and be bound by the Constitution and Bye-Laws of the Club, as may be amended from time to time, without prior notice.

Signature of Applicant / Date

FOR OFFICIAL USE ONLY

Absent Fee	
F&B Levy	
Outstanding Balance	
Sports / Lifestyle	
Total Amount	

Received:

Membership Card(s)
 Car Label(s)
 Supporting Document
 Payment

Processed By: _____ Verified By: _____ Cleared By: _____