



**NORTHEASTERN  
STATE UNIVERSITY**

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## FITNESS CENTER CANCELLATION REQUEST FORM

Memberships are billed the last business day of the month for the following month. You must submit cancellations in writing by submitting this form to the fitness center front desk or by emailing this form to [hall006@nsuok.edu](mailto:hall006@nsuok.edu). Please submit cancellation requests 10 days prior to your next billing cycle. Cancellation requests submitted less than 10 days before the next billing cycle are subject to an additional month of charges. Please contact Kim Dawson, fitness center director, by emailing [hall006@nsuok.edu](mailto:hall006@nsuok.edu) or by calling the fitness center at (918) 444-3980 if you have questions or concerns.

Name: \_\_\_\_\_ N# \_\_\_\_\_

**Please remove the Fitness Center membership from my account:**

**Check all that apply:**

Faculty/Staff \_\_\_\_\_ Patron \_\_\_\_\_ Individual \_\_\_\_\_ Family \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

**Additional Comments**

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**For staff use only:**

Date entered into the system \_\_\_\_\_ Staff Signature \_\_\_\_\_