



TOKYO AMERICAN CLUB

# resignation form

Name: \_\_\_\_\_

Membership No: \_\_\_\_\_ Resignation Date: \_\_\_\_\_

## For the future

Would you like to consider remaining a member of the Club?  Yes  No

If yes, you may become Life Member.

Would you like to receive information on Life Membership?  Yes  No

## Reinstatement

Regular Members (except Corporate and Term Members) who wish to reactivate a resigned Membership may do so within six months, as established by the Membership Committee. Please contact the Membership Office for more information.

I have been apprised of the future Membership options and have chosen not to apply. I further understand that by not electing to go on Life Membership status I will pay the full joining fee at the prevailing rates if I wish to rejoin the Club.

## Final Billing Options

Deduct all final charges from my refundable deposit (Not available for Corporate Members)

*Options to avoid using the refundable deposit:*

Direct debit from bank account

Charge all final charges to my credit card:

Type of card:  MasterCard  VISA  American Express Card Expiration: \_\_\_\_\_

Name on Card: \_\_\_\_\_

Card No: \_\_\_\_\_

Send my final statement to:  My new address below  My company

## Deposit Refund Options

Note: Any outstanding balance must be settled before the deposit can be refunded.

Send the deposit or remainder of deposit to:

My bank account  Corporate bank account

Bank name: \_\_\_\_\_ Branch: \_\_\_\_\_

Bank account type and number: \_\_\_\_\_

Account holder's name exactly as registered with the bank: \_\_\_\_\_

My company (contact person) \_\_\_\_\_

## Corporate Membership Only

Will Corporate Membership be kept vacant?  Yes  No

If yes, please note that vacancy fee (¥20,000 per month) will apply.

If no, please fill in the appropriate bank information above for the deposit refund.

## New Address

(Please PRINT) \_\_\_\_\_

E-mail: \_\_\_\_\_ Tel: \_\_\_\_\_ Fax: \_\_\_\_\_

**If all the information above is correct, please sign your name below.**

Signature: \_\_\_\_\_

## Exit Questionnaire

What is the reason for your resignation?  Reassignment  Repatriation  Other

Would you join the Club again in the future?  Yes  No