

ADDISON · PENZAK  
**JCC Los Gatos**

**RECURRING BILLING  
GUIDELINES AND PROCEDURES**

- Client must be committed to working out with a trainer a minimum of twice weekly.
- Client must commit to a minimum of three months on recurring billing.
- Client must have a credit card on file with the JCC.
- Client will be charged for eight sessions at the commencement of the recurring billing process.
- At the beginning of each month client will be charged for the total number of sessions that were used in the month prior.
- When client is ready to stop recurring billing, notice must be given one month in advance.
- Each client must have their own account. No sharing activity cards or charges.
- No refunds.

Client Name \_\_\_\_\_ JCC Member # \_\_\_\_\_

Signature \_\_\_\_\_

Trainer Name \_\_\_\_\_

Signature \_\_\_\_\_