



STAFFORD APEX SWIMMING CLUB

Based at Stafford Leisure Centre
Please contact named person below:

3 Martindale
Stafford
ST17 4RB
01785 609171

November 2012

Date: _____

Dear Parent of _____

Re: Membership of Stafford Apex Swimming Club

After swimming with the Development Squad, I am pleased to tell you that your son/daughter has been recommended to join Stafford Apex as a full member. (Subject to the approval of the Committee).

In order to process your son/daughters membership, please find enclosed the following documents for your attention and completion.

1. Apex Membership Application Form
2. Details of annual fees
3. ASA Category 2 Form (Yellow)
4. ASA Category 1 & 3 Form (White)
5. Medical Form
6. Payment Form (and example)
7. Standing Order Form

Please note there are 2 parts to the annual membership fee,

1. Apex membership fee (one amount relevant to each swimmer)
2. ASA registration fee. There are three separate categories of registration. Category 1 (non competing child under 9 years), Category 2 (competing child over 9 years) and Category 3 (parent if swimmer is 16 or under). At least one parent must be registered with the ASA under Category 3 if the child is under 16 years old.

I would be grateful if you could forward both the forms and payment (in one cheque) to me directly at the above address as soon as possible and **within 3 weeks** of you being given this letter. Cheques should be made payable to Stafford Apex. Alternatively if you would like to pay in instalments then please complete the enclosed standing order so that payments can be taken in three equal instalments (December, January and February).

Should you not wish to take up this invitation or should you have any queries regards to membership then please do not hesitate but to contact me accordingly and I shall do my utmost to answer your questions. If you do not wish to accept the invitation please can you contact me so that the place can be re-allocated. My contact details are 01785 609171/07810 066563 or martlew@ntlworld.com

I hope that your son/daughter enjoys swimming with Stafford Apex Swimming Club.

Yours sincerely

Helen Martlew
Registration & Membership Secretary