AtLAS Membership Application Form

Welcome to AtLAS. Our aim is to provide leisure activities and facilities for you and your family, if you work for any of the companies based at Adastral Park.

You can find out more about us, our operations and membership at: atlasleisure.org.uk

Membership to AtLAS is available to;

- All people permanently employed by current Adastral Park based companies (Full Membership).
- Temporary employees of current Adastral Park based companies (Associate Membership).
- Friends and Family of Full Members (Friends & Family Membership)
- NOTE: AtLAS & BodyTalk Gym Membership is not available to children under 16 years.
- Under 11's are not permitted on site at ANYTIME for casual use of leisure facilities.
- BodyTalk Gym Guests must be 16 and over.

If you'd like any further information about AtLAS please contact us:
email: atlasleisure@yahoo.com

How to complete this form.
PLEASE REMEMBER TO PRINT DETAILS CLEARLY

Part 1 - To be completed by ALL applicants. Please enter your Personal Details

Part 2 - To be completed by ALL applicants. Please complete this section for the type of AtLAS membership you require.

Part 3 - BT employees only. Complete this section if you wish to pay via monthly payroll deductions. Please note: you are required to pay the first month by card.

Part 4 - Complete this section if you wish to pay by Direct Debit from your Bank/Building Society account. Please note: you are required to pay the first month by card.

Part 5 - To be completed by ALL applicants. Before submitting the form please read the Conditions of Membership, to which by signing Part 2, you are agreeing to abide by.

Completed membership forms should be handed or posted to the BodyTalk Gym reception at the following address:

AtLAS Membership
c/o BodyTalk Gym
Room G34
Aquarius Building
Adastral Park
Martlesham Heath
IPSWICH
IP5 3RE

Please read the data privacy/protection information overleaf before filling in the form.

Thank you and welcome to ATLAS.

The ATLAS Executive Committee

Data Privacy and Data Protection – your personal data; what we use it for; your options.

We (AtLAS) need the personal data (information) you're providing to us via this Membership Application Form to administer your AtLAS Membership. i.e. we hold it and use it on a 'legitimate interest' basis. If you do not allow us to continue to use to hold and use this information, you may not be able to commence or continue your AtLAS Membership.
NB Friends & Family Members will require their email addresses to be shared with their Primary Links for site passes to be requested.

AtLAS uses email extensively to promote special offers/concessions and events that may be of interest to you and enhance the benefits of your AtLAS membership – so-called 'marketing' emails.. However these are discretionary, and we require your explicit consent ('opt-in') to use your email address and other personal information to send you these types of message.

For full details please refer to our Privacy Notice online (https://atlasleisure.org.uk/atlas-privacy-notice/) or as an Appendix to this form, on request.

IMPORTANT: Please tick one of the two options below before completing the rest of the form.

☐ I **DO** consent to AtLAS using my personal data to send me marketing information, including member offers and opportunities. I ACKNOWLEDGE that AtLAS will continue to use my personal data to administer my membership as outlined above.

☐ I **DO NOT** consent to AtLAS using my personal data to send me marketing information. I understand I will no longer receive member offers and opportunities.
I ACKNOWLEDGE that AtLAS will continue to use my personal data to administer my membership as outlined above.

Membership application form

Part 1 - Personal details

✶PLEASE PRINT CLEARLY✶

Title (delete as applicable)	*Mr / Mrs / Miss / Ms / Other _____ (please specify)*		
Surname			
Forename(s)			
Familiar name (If applicable)			
Gender (delete as applicable)	*Male / Female*		
Date of birth	*Day:*	*Month:*	*Year :*
Company Name (If applicable)			
Correspondence address			
EIN/CIN No. (BT Employees Only)			
Contact numbers	*Work:*	*Home:*	
	Mobile:		
Email address (Please PRINT)			

FOR OFFICE USE ONLY									
Membership No.		*MOP*		*Renewal Date*					
Computer Logged?		*Fee Paid?*		*Induction Booked?*		*Conf email sent?*		*D/D email sent?*	

Part 2 - Membership details

I wish to apply for membership of **Adastral Park Leisure and Sports (ATLAS)** as follows:

	Membership Type – Please tick one box only					
	Bronze - See atlasleisure.org.uk/join-atlas/ **Silver** - As Bronze plus BodyTalk Gym membership.					
	Full		**Associate**		**Friends and Family**	
Are you a ...	Bronze = £4/month	Silver = £15/month	Bronze = £4/month	Silver = £15/month	Bronze = £4/month	Silver = £16/month
Permanent employee of current Adastral Park based company?						
Temporary employee of current Adastral Park based company?						
Friend or Family of a Full Member? (Non site based contractors, BT & IM company ex-employees must be F&F)						
Please complete:>>>>>>>>>>>	Membership number of Full member?					

Adastral Park access - Social Passes Requested by Primary Member Link.
ATLAS Social Pass restricts access as follows:
Sports Hall, Clubhouse, Tennis Courts, Hub, Sailing Club Shed, Hard Court, Radio Hut & Masts and BodyTalk Gym – Mon-Fri 06:00 - 2300 and Sat-Sun 06:00-23:00 (Please see individual clubs for their opening/activity times.)
CHILDREN UNDER 11 YEARS OLD ARE NOT PERMITTED ON SITE FOR CASUAL USE OF THE LEISURE FACILITIES **AT ANYTIME**. - CHILDREN AGED 11 AND OLDER MUST BE ESCORTED AT ALL TIMES.
Access restricted to: Sports Hall, Clubroom, Tennis Courts, Hub,- Mon-Fri 17:00-23:00 and Sat-Sun 06:00-23:00 only)
I agree to abide by the ATLAS constitution and the conditions set out in part 5 of this form.

Signature:	**Date:**

Part 3 – Payment by BT payroll.

(Note: First month to be paid by card)

PLEASE PRINT CLEARLY

Authority to collect membership subscriptions via BT payroll
Monthly deduction from pay for BT employees only

I (full name) _____

wish to subscribe to **Adastral Park Leisure and Sports (AtLAS)** with

* Bronze Membership at the rate **£4.00** per month

* Associate Silver Membership at the rate of **£15.00** per month

* Friends & Family Silver Membership at the rate of **£16.00** per month (*please delete two options as applicable)

This form supersedes any previous authority for this Club.

Employee Identification Number (EIN):		

Signature
Date

Part 4 – Payment by direct debit

Membership subscriptions by Direct Debit (Note: First month to be paid by card)

PRO-FITNESS (MARTLESHAM)

Instruction to your Bank or Building Society to pay by Direct Debit

Please fill in the whole form including official use box using a ball point pen and send it to:

AtLAS- Body Talk Gym,
pp. G34 Aquarius Building,
Adastral Park,
Martlesham Heath
Ipswich
Suffolk
IP5 3RE

Service User Number

8	3	8	7	8	2

Name(s) of Account Holder(s)

Bank/Building Society account number

Branch Sort Code

Name and full postal address of your Bank or Building Society

To: The Manager — Bank/Building Society

Address

Postcode

Reference

FOR Pro-Fitness (Martlesham) OFFICIAL USE ONLY
This is not part of the instruction to your Bank or Building Society.

Instruction to your Bank or Building Society

Please pay Pro-Fitness (Martlesham) Direct Debits from the account detailed in this Instruction subject to the safeguards assured by the Direct Debit Guarantee. I understand that this Instruction may remain with Pro-Fitness (Martlesham) and, if so, details will be passed electronically to my Bank/Building Society.

Signature(s)

Date

Banks and Building Societies may not accept Direct Debit Instructions from some types of account

DDI1

This guarantee should be detached and retained by the Payer.

The Direct Debit Guarantee

- This Guarantee is offered by all Banks and Building Societies that accept instructions to pay Direct Debits.
- If there are any changes to the amount, date or frequency of your Direct Debit Pro-Fitness (Martlesham) will notify you 10 working days in advance of your account being debited or as otherwise agreed. If you request Pro-Fitness (Martlesham) to collect a payment, confirmation of the amount and date will be given to you at the time of request.
- If an error is made in the payment of your Direct Debit by Pro-Fitness (Martlesham) or your Bank or Building Society, you are entitled to a full and immediate refund of the amount paid from your Bank or Building Society.
- If you receive a refund you are not entitled to, you must pay it back when Pro-Fitness (Martlesham) ask you to.
- You can cancel a Direct Debit at any time by simply contacting your Bank or Building Society. Written confirmation may be required. Please also notify us.

Membership application form

Part 5 – Conditions of membership

1. Memberships will be granted at the discretion of Adastral Park Leisure and Sports (AtLAS), in conjunction with British Telecommunications plc and for Silver (Gym) Membership Pro-Fitness (Martlesham). Silver members will be required to show their membership cards on each visit to the Body Talk Gym. These membership cards will remain the property of AtLAS at all times and will be returnable to AtLAS upon termination of membership. There will be a charge payable by the Member for the replacement of any lost membership cards.
2. Membership will not be transferable and AtLAS reserves the right to refuse any application or renewal of membership without notice and without giving any reason for doing so.
3. AtLAS may without notice terminate a Member's Individual Club and/or AtLAS membership if a Member is in breach of the AtLAS Code.

   AtLAS Code:
   - Misuse of a membership card;
   - Vandalism or deliberate damage to AtLAS property;
   - Non-adherence to individual AtLAS Clubs rules;
   - Refusal to comply with the instructions of AtLAS officers or representatives in relation to policy, procedures or safety;
   - Inappropriate behaviour towards AtLAS officers or representatives; or
   - Late payment of fees.
4. In the case of a membership being terminated, it shall be at the sole discretion of AtLAS as to whether any of the membership fee is refundable.
5. Membership includes access to AtLAS and use of its facilities during opening hours. There may be an extra charge for use of classes and coaching which may be run from time to time. The Member acknowledges that some of the facilities may be out of use from time to time whilst undergoing maintenance.
6. Members and their guests are required to use AtLAS facilities in a proper and reasonable manner. AtLAS reserves the right to require any Members or guest to make good or indemnify AtLAS against any damage to facilities or other persons caused by negligence or wrongful act of such Member or guest.
7. Members and their guests are required to wear the appropriate clothing for the activity in which they are taking part.
8. AtLAS reserves the right to refuse entry to any Member or guest into AtLAS without declaring any reason for doing so and will always refuse access to AtLAS and its facilities to any person who appears to be or is under the influence of alcohol or drugs.
9. No responsibility will be accepted by AtLAS for the loss or damage to the property or valuables of any Member or guest, including any items of property which may be left in the lockers provided.
10. AtLAS accepts no liability for any damage, loss, illness or injury resulting from the use of AtLAS facilities by Members or guests howsoever that may have been caused, save for death or personal injury caused by its own negligence. AtLAS accepts no liability for any illness or injury resulting from over exertion, aggravation or precipitation of any medical condition caused by the use of AtLAS facilities. All persons use the facilities on the express understanding that it is at their own risk and Members and guests are strongly advised to seek medical advice before they begin undertake activities at AtLAS.
11. Members must go through a screening and induction process before they are allowed to use any facilities in the BodyTalk Gym for the first time. AtLAS and Body Talk Gym reserve the right to refuse use of the facilities at any time should it be concerned about a Member's state of physical health.
12. AtLAS reserves the right to alter rules, fees, membership prices, available facilities and facility opening times at any time for any reason. AtLAS facilities may be closed for essential maintenance work, special functions or in any other circumstances as the management feel necessary.
13. Full Members may bring guests to use the facilities of AtLAS providing that they are signed in and Full Members are prepared to accept full responsibility for the conduct of their guests. If the guest wishes to use any of the facilities they must pay the appropriate guest fee. It will be the responsibility of the Full Member to ensure that all guests settle any costs they may have incurred during their visit. Guests must be over 11 years old for leisure facilities and over 16 to use the BodyTalk Gym.
14. Certain data disclosed by a Member to AtLAS will be "Personal Data" as defined under the Data Protection Act 1998. AtLAS will hold this "Personal Data" for the purposes of maintaining a full record of a Member's membership details. AtLAS reserves the right to send to Members marketing and promotional material. Unless AtLAS is legally obliged to do so, it will not pass Personal Data to any third parties outside the management of AtLAS without a Member's prior consent. AtLAS agrees to use the Personal Data in accordance with any instructions given to it by the Member, and agrees to comply with all relevant legislation with regard to the keeping of "Sensitive Personal Data". Members should inform AtLAS if there are any changes to the membership details provided, and if that Member does not wish to receive marketing and promotional material.