

Memorandum

TO: All Trainees
FROM: Genesys Medical Education Department
RE: Genesys Athletic Club Stipend

If you plan to join the Genesys Athletic Club, please sign this form below and return to Medical Education. In addition, you must also go to the athletic club to sign up and complete a payroll deduction authorization form. Upon joining, you will be required to pay your first month's dues.

Trainees who are members of the Genesys Athletic Club are eligible to have \$16.15 per pay period added to their paycheck to use towards monthly dues. It is the responsibility of the intern/resident to pay the full amount of the dues through payroll deduction. You will only receive the additional \$16.15 per pay when this form is matched at the Payroll Department to the payroll deduction authorization form that you complete at the athletic club.

Please ensure this form, for the stipend, is sent to Medical Education before you sign up at the athletic club. You should also follow up with Genesys Athletic Club to ensure they sent the payroll deduction authorization form to Payroll. There is no retroactive payment for this stipend.

You must notify the athletic club and Medical Education if you terminate your membership.

Sign Below:

I am requesting the stipend for the Genesys Athletic Club. I realize that failure to notify Medical Education of termination in the athletic club membership will result in repayment of this entire stipend and prevent me from joining the athletic club at a later date through Medical Education.

Printed Name	Signature	Date
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