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| **Diagram  Description automatically generated**77 Berrigan Drive ▪ Ottawa ▪ Ontario ▪ K2J V6 ▪ T 613-406-3548 ▪ info@cccn.ca ▪ [www.cccn.ca](http://www.cccn.ca)  |
| **CONTINUOUS MEMBERSHIP RENEWAL FORM** | **Memberships renew automatically on your anniversary date.** |
| **Contact information**:**First Name**:      **Last Name**:      **Address**:                  **Email**:      **Phone**:       | **YES! Please sign me up for Continuous Renewal**[ ]  **1-year option - $85.00 \***[ ]  **1-year CCCN/CACCN option - $155.00 \***[ ]  **2-year CCCN option - $160.00 \***[ ]  **2-year CCCN/CACCN option - $305.00 \*** ***\* plus applicable taxes*** |
| **Privacy Policy:**CCCN respects your privacy. We strive to protect the confidentiality of any personal information you may give us. We would like you to know (a) the circumstances under which we collect information, (b) the kind of information we collect, and (c) how we may use this information. |
| **What is Continuous Renewal and How Does it Work?** * The CCCN “Continuous renewal” feature allows for continuous renewal of your membership on its expiry date if you pay via credit card. **You will no longer have to worry about remembering to renew!**
* CCCN will automatically charge your credit card at the selected membership interval (i.e. every one or two years). After each renewal you will receiver your receipt via mail.
* **Please note**: If your credit card information or expiry date changes, be sure to let CCCN know by emailing david@cccn.ca or calling 613-406-3548.
* Your continuous renewal participation will continue until you choose to opt out of the program or you cancel your membership. If there is a change in CCCN membership dues prior to continuous renewal, the newly determined fees will be applied. Any change in membership dues will be communicated well in advance of implementation.
* CCCN will provide notification to members of the impending auto renewal of membership approximately forty-five (45) days prior to the renewal date via email as per the member’s online profile.
* Cancellation of continuous renewal may be completed by submitting a written request to CCCN National Office by December 15th of the year your membership expires to: CCCN, 202-300 March Road, Ottawa, ON K2K 2E2; via email to david@cccn.ca; or via fax to 613-595-1151.
* ***Refund of payment will not be issued for continuous renewal of membership fees if the member has not contacted CCCN National office at least 15 days prior to your membership expires to cancel continuous renewal.***
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| **PAYMENT INFORMATION** |
|  [ ]  VISA [ ]  MASTERCARD |
| CARD NUMBER:                     | EXPIRY DATE:       |  |
| NAME ON CARD:       |
| **MAIL FORM TO:** **CCCN, 202-300 March Road** **Ottawa, ON K2K 2E2** | **SEND VIA EMAIL TO:****david@cccn.ca** |