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For office use only	

To: Orpington u3a, 35 Tower Road, Orpington, BR6 0SG (07732 005819)

MEMBERSHIP RENEWAL 1 March 2025

(Mr/Mrs/Miss) Name (1) Known as:

Email address Mobile No:

Emergency Contact
(name and number)

(Mr/Mrs/Miss) Name (2) Known as:

Email address Mobile No:

Emergency Contact
(name and number)

Address

Postcode Landline No

I / We apply for membership, enclose a cheque for £12/£24 payable to 'Orpington u3a' and have no objection to the above details being included in the u3a database. This will be used solely for u3a purposes and will be kept secure in accordance with the Data Protection Act 2018 (GDPR).

Bi-monthly newsletters are delivered by email. This avoids printing and postage and is better for the environment.

I/We wish to receive u3a Matters (u3a National magazine, 5 a year by post) (tick if required)

Signed Date

If you joined after 1 December 2024, you do not need to renew your membership until March 2026.

PLEASE ENCLOSE YOUR CHEQUE, NO STAPLES THANK YOU. (See over for other payment methods)

If you pay Income Tax and/or Capital Gains Tax and **have not already Gift Aided your subscription**, you may wish to complete this Gift Aid Declaration which will enable Orpington u3a to reclaim 25p of tax on every £1. **If you have previously signed a Declaration there is no need to do so again.**

GIFT AID DECLARATION

Please treat all donations I/we make from the date of this declaration until I/we notify you otherwise, as Gift Aided.

Name (1) Signature (1) Date

Name (2) Signature (2) Date

Please notify the Membership Secretary of any change of address or if you cease to pay tax. If you pay income tax at the higher rate you should include all your Gift Aid donations on your Self-Assessment tax return if you want to receive the additional tax relief due to you. **Orpington u3a** Registered Charity No. 107654.

Membership Renewal 2025

Membership renewal for 2025 is now due. The committee has agreed that the fee for 2025 will be £12 per annum. Please complete your renewal by 1st March.

Those of you who joined on or after 1st December 2024 already have 2025 membership and do not need to renew.

It would help the administration if renewals are done online if possible. Payment can be made by debit or credit card using the Orpington u3a PayPal account (you do not need to have your own PayPal account and there is no additional cost to you). Over 450 members chose this method last year.

Renewing your membership online is quick and easy and allows the automatic recording of your payments on our membership database (Beacon). This will save our Membership Secretary and Treasurer a considerable amount of work, so if you are able to pay this way that would be appreciated.

We understand that some members still prefer to pay by cash or cheque and this facility is also available.

Whichever method you choose, your membership will be confirmed by email if you have provided an email address, otherwise by post. There may be a delay in sending confirmations as these will be processed in batches. Please retain this confirmation as it shows your membership number.

How to Renew online

If you wish to pay online, visit the Orpington u3a website at www.u3aOrpington.org.uk, select the Membership Renewal 2025 link in the Members' Area and follow the instructions. If you are renewing online for the first time, you will need your membership number. Your Membership number was included on recent membership renewal reminder emails. You will be asked to create a password which you can use with your email address for all future renewals.

When you get to the Login to PayPal screen, select the Pay by Debit or Credit Card option (you do not need to have your own PayPal account).

How to renew by Cash or Cheque

If you wish to pay by cheque, please complete the form overleaf and send this, with your cheque (payable to Orpington u3a) to:

**Orpington u3a
35 Tower Road,
Orpington,
Kent.
BR6 0SG**

Please write clearly, especially email addresses, highlight any updates, and do not use staples.

Alternatively, bring your completed form to the next monthly meeting at Crofton Halls where you can pay by Cash, Credit/Debit card or Cheque.