



Membership Details Form

For potential new members and for existing members to provide updates please. Thank you!

The completion of this form helps the West Sussex Guitar Club to:

- Communicate with you, especially to welcome new members to the Club
- Keep track of subscription payments
- Ensure that it can claim Gift Aid on all eligible donations, and
- Comply with the General Data Protection Regulations (GDPR)

If you are an existing member who has been sent this form as part of your annual subscription package **and** you have already given us up-to-date details (contact details, Gift Aid declaration and GDPR confirmation) **and** you are paying by BACS or standing order, then you need not return the form to us.

Otherwise, please complete the form and send it to The **Membership Secretary, 16 Masons Way, Codmore Hill, Pulborough, West Sussex, RH20 1DZ. Alternatively, scan or take a photo of this form and email it to baz.boxall@btinternet.com**

1 CONTACT DETAILS (Provide or update please)

Title
Forename Surname.....

For family/joint membership please add the second person here:

Title
Forename Surname

Address line 1
Address line 2
Town County.....
Post code
Telephone number or Mobile number (optional)
Email address (optional)

2 DATA PRIVACY (GDPR) (Provide or update preferences please)

Privacy of Data: Members' details including names, addresses and email addresses are kept on the club's database and are used to share information with you by means of Newsletters and other means about the club. The club complies with the current GDPR regulations and our privacy policy may be viewed on our website. The details are not disclosed to third parties except for names and addresses to claim Gift Aid. We require your permission to store and process the personal data you have provided to us.

I confirm that I am happy for my data to be stored and processed in line with GDPR regulations and that I may be contacted by (please tick all that apply): post (...) email (...) phone (...)

Signature (or parent/guardian if under 18)..... Date

3 SUBSCRIPTIONS AND VOLUNTARY DONATIONS (Please note 1/9/2023 increase is included below)

Voluntary donations are very important to us because we can claim Gift Aid.

Type of Membership required (*please tick*)

Single	£20.00	(...)	
Family/Joint	£30.00	(...)	
Full-time Student	£10.00	(...)	
Additional voluntary donation	£10 (....)	£25 (....)	Other £.....

Total amount enclosed by cheque £..... or

BACS payment made £..... or Standing Order payment made £.....

For BACS: NatWest Bank 600524 Account 20521812, adding your name as a reference please.

Additional donations are welcome at any time!

4 GIFT AID ON DONATIONS (Provide or update declaration please)

Charity Gift Aid Declaration – boost your donation by 25p of Gift Aid for every £1 you donate!

I am a UK taxpayer and I would like the West Sussex Guitar Club to reclaim the tax on all qualifying donations I have made, as well as any future donations, until I notify them otherwise. I understand that if I pay less Income Tax and/or Capital Gains Tax than the amount of Gift Aid claimed on all my donations in that tax year it is my responsibility to pay any difference.

Please tick box if Gift Aid Declaration Applies (....)

Signature

Date

Further Information and Instructions Concerning Charity Gift Aid

Please notify the West Sussex Guitar Club if you:

- *want to cancel this Gift Aid Declaration*
- *change your name or home address*
- *no longer pay sufficient tax on your income and/or capital gains*

If you pay Income Tax at the higher or additional rate and want to receive the additional tax relief due to you, you must include all your Gift Aid donations on your Self-Assessment tax return or ask HM Revenue and Customs to adjust your tax code

THANK YOU FOR HELPING THE COMMITTEE WITH THE ADMINISTRATION OF THIS WONDERFUL CLUB. We look forward to seeing you at performances and club evenings, and enjoying guitar music with you.