



## Membership Subscription Application/Renewal

The subscription year runs from the 1st May each calendar year, so subscriptions are due to be paid by that date. We very much hope that you will wish to remain a member and return page 2 annually. Payment must be received before the AGM or the 31st May whichever is the earlier.

Please complete the relevant parts of the form(s) sent to you. Your contact information will be kept confidential to the SOA Council members unless you agree otherwise and in accordance with our Privacy policy which can be read on our website:

<https://www.suffolkorganists.org.uk>.

All form(s) and subscriptions to be returned to Membership Secretary, Paul Austen before the due date. This may be by post or by scanning the form(s) you have received and emailing it/them to: [membership@suffolkorganists.org.uk](mailto:membership@suffolkorganists.org.uk) Postal address:

21B Salisbury Ave, Colchester, CO3 3DW

### ***Your annual subscription may be paid in two ways:***

(1) If paying by BACS or standing order, please include an identifying reference (your name) and let the Membership Secretary know you are paying in this way, please.

Details for bank transfers to Santander Bank, Ipswich

Sort code: 09 01 54 Account number: 15690005 (please note the three zeros).

(2) Alternatively: by cheque made payable to SUFFOLK ORGANISTS ASSOCIATION (It is essential that this wording is used on the cheque) sent by post.

Send both the **GDPR Consent Form** (page 3), if not already completed, and, the **Gift Aid Form** (page 4), if applicable, which benefits the Association by 25p in the £ for donations made.

**Current 2023-2024 Subscription rates:** If you are a Student in full time education or higher education, there is a £5 fee and the form must be completed with where you are currently studying.

<b>Annual Subscription</b>
Member: £25
Concessions: £20
Joint members at the same address: £30
Student: £5

## MEMBERSHIP APPLICATION/RENEWAL FORM

**Contact details:** If you are applying as a new member, please complete this form with full details; if renewing your annual membership please update as appropriate and sign and date the form so that we may continue to communicate with you. As you will be aware there are new laws that have come into effect (the GDPR) which govern how we can store and use your data.

Forename:		Surname:	
Name of Joint Member (if relevant):			
Address:			
		Postcode:	
Email:			
Phone:		Mobile:	
Place of education (if student):			
Organist appointment (if you wish)			
Subscription Fee:	Individual member £25	Concession £20	Joint £30 Student £5

Signature:
Date:

**Please tick all relevant boxes below:**

- I do not wish to renew my membership (please give reason below if possible)
- I would like to be included on the list of organists included on the website. If you wish your qualifications to be added please give them here:
- I would like to give a donation to the SOA of  £
- I agree for my details to be made available to other members on request.

**Comments:**

## GDPR CONSENT FORM

Your privacy is important to us, and we want to communicate with our members in a way which has their consent, and which is in line with UK law on data protection. As a result of the introduction of the General Data Protection Regulations, we now need your consent to how we contact you. Please fill in below the contact details you want us to use in order to communicate with you:

Name \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Postcode: \_\_\_\_\_

Email Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

By signing this form you are confirming that you are consenting to the Council of the Suffolk Organists' Association holding and processing your personal data for the following purposes (please tick the boxes where you grant consent):-

I consent to the Association contacting me by  post  phone or  email.

To keep me informed about news, events, activities, competitions relevant to the objectives of our Association (*note you can unsubscribe from any e-communication at any time*);

To including my details in any 'Directory' which may be circulated.

To use my data in collecting gift aid (if applicable).

To share my contact details with the Independent Association of Organists (IAO) so they can administer their processes and keep me informed about news, events, and activities that will be occurring.

Signed: \_\_\_\_\_ Dated: \_\_\_\_\_

You can grant consent to all the purposes; one of the purposes or none of the purposes. Where you do not grant consent we will not be able to use your personal data; (so for example we may not be able to let you know about forthcoming activities and events); except in certain limited situations, such as where required to do so by law or to protect members of the public from serious harm. You can find out more about how we use your data from our "Privacy Notice" which is available from our website [www.suffolkorganists.org.uk](http://www.suffolkorganists.org.uk)

This form will be returned to the Hon Membership Secretary, contact details on page 1. Should you wish to withdraw or change your consent at any time please contact the Hon. Membership Secretary who will inform the Hon. Secretary. Please note that all processing of your personal data will cease once you have withdrawn

consent, other than where this is required by law, but this will not affect any personal data that has already been processed prior to this point.



*Registered Charity Number No. 299408.*

## **GIFT AID DECLARATION**

**To: The Suffolk Organists' Association**

I am a UK taxpayer intending tax to be reclaimed on all my donations from the date of this declaration until I notify you otherwise. I confirm I have paid or will pay an amount of Income Tax and/or Capital Gains Tax for each tax year (6 April to 5 April) that is at least equal to the amount of tax that all the charities (including churches) and Community Amateur Sports Clubs (CASCs) that I donate to will reclaim on my gifts for that tax year. I understand that other taxes such as VAT and Council Tax do not qualify. I understand the charity will reclaim 25p of tax on every £1 that I give.

Full Name .....

Address .....

.....

.....

Postcode .....

Signature..... Date.....

Please return your completed Declaration to Hon. Membership Secretary. Contact details on page 1.

### Notes:

1. Please notify the charity or CASC if you: • Want to cancel this declaration • Change your name or home address • No longer pay sufficient tax on your income and/or capital gains.

2. Higher rate taxpayers can claim back the difference between basic rate and higher rate or additional rate tax. 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.