

ANNUAL SUBSCRIPTION FOR 2021

This insert is intended for membership renewals only. If you wish to join as a new member, please contact the Membership Secretary for details or visit www.bfhs.org.uk and click on 'Society information' and 'Membership' to download the new member's application form.

Subscriptions are due on 1 January regardless of the date of joining the Society. All members should renew **promptly** using the forms provided.

Members receive the March issue of the *Journal* (together with a black spot reminder if their subscription is unpaid at that point) but no further copies until their subscription has been paid for that year.

Payment Methods:

By Cheque: for details see REMITTANCE ADVICE page

By Standing Order: for details see BANKER'S STANDING ORDER page

By Bank Transfer: for our bank details see STANDING ORDER page, please reference your full name and membership number

By online transaction via websites www.parishchest.com or www.genfair.co.uk.

If you pay by standing order or bank transfer please email treasurer@bfhs.org.uk to confirm the details requested in the remittance advice.

Overseas Members paying direct to the Society are reminded that their remittances **MUST** be by **STERLING cheque or money order**. It is regretted that the disproportionate exchange rates for small amounts of other currencies make it impractical to accept payments in those currencies.

Subscription rates paid direct to BFHS for 2021 are:

Any UK/Worldwide member taking the Journal by pdf: £ 8.00

UK Individual Membership, with one copy per issue of the printed Journal: ... £10.00

Additional Membership per each additional member at the same address

(no Journal) – please read the note on Additional Members on page 2: ... £ 1.00

('Additional Membership' is also known as 'Family Membership')

Overseas supplement worldwide printed journal – Surface mail = £6; Total: ... £14.00

Overseas supplement USA/Canada printed journal – Airmail = £10; Total: £18.00

Overseas supplement Australia/New Zealand printed journal Airmail = £12; Total: £20.00

(The new terms for overseas postage are:

'Standard International' for airmail and 'Economy International' for surface mail.)

The information below is provided to comply with the General Data Protection Regulation.

Data Privacy Statement

We do not supply the personal data that you enter on our membership application form to anyone outside BFHS except:

1. Where it is needed by the Independent Examiner in his inspection of our financial records.
2. Where it must be supplied to HMRC, e.g. in connection with Gift Aid submissions.
3. Where we are required to do so by law.

Notes on Additional Membership

1. It is the responsibility of the applicant / member adding an Additional Member to his / her application or renewal to ensure that each Additional Member has agreed to his / her personal data being supplied to and stored by the Society.
2. The member and any Additional Members will be allocated the same Society membership number. If you do not wish the other person to know your membership number and other personal data on the application form you cannot introduce / join as an Additional Member.

Data Protection Act:

Please note that the Society uses computer and manual systems to record membership information. Under the Data Protection Act it is necessary that you should know this. The information you give on your application for membership will only be used for conducting Society business and will not be supplied to anyone else in any form. If you have any questions or concerns over the data held, please contact the Secretary.

On the back of the Remittance Advice (page 4) is “Information on Your Journal Label to Assist in the Renewal of Your Membership” which might help you to fill in the Remittance Advice form.

REMITTANCE ADVICE 2021

*Please return this page with your subscription (including cash payments at meetings), otherwise we have no means of identifying that you have paid us! If you are paying by an existing Standing Order, or by Bank Transfer, then an email, including details requested below, to **treasurer@bfhs.org.uk** will be sufficient.*

Remittance, payable to "Bedfordshire Family History Society" should be addressed to:
Membership Secretary, Bedfordshire Family History Society,
PO Box 214, BEDFORD, MK42 9RX, England

PLEASE USE BLOCK CAPITALS.

Membership No (on address label):

Surname: Mr/Mrs/Miss/Ms/Dr/Other:

Forenames:

Additional Member(s) at same address:

I have read and accept the notes on Additional Members on page 2.

Address:

..... Telephone:

Email:

I wish to renew my membership as follows – please tick appropriate box(es):

Membership taking Journal by pdf UK/Worldwide

Email for receipt of Journal:

UK Individual Membership, with one copy per issue of the printed Journal

Plus each additional member at the same address (no Journal)

Overseas supplement worldwide printed Journal – Surface mail

Overseas supplement USA/Canada printed Journal – Airmail

Overseas supplement Australia/New Zealand printed Journal – Airmail

I enclose my remittance of £ (please write Membership No from the Journal envelope address label on the back of your cheque)

I have instructed my bank to pay by Standing Order the amount of £ (please state your Membership No and name in your Bank Reference)

I have paid by Bank Transfer (see Standing Order form for BFHS bank details) the amount of £ (please state your Membership No and name in your Bank Reference)

Please do not staple the cheque to any form.

Signed: Date:

UK members, please refer to next page regarding Gift Aid.

Information on Your Journal Label to Assist in the Renewal of Your Membership

The information on the label used to deliver the journal to you will help you to renew your subscription, by confirming last year's details. It looks something like this:

Mrs J Jones	1234
12 The Valley	GA
New Town	F=1
Milton Keynes	CQ
MK12 8AA	

Your address is at the left. On the right you will see your Membership Number at the top. This is important and should be used in all communications with the Society, especially on the back of cheques.

Next will be GA if you are a UK member and *we have a record that you have signed up* so that we can claim a Gift Aid rebate for your subscription. If you believe that you have already signed a Gift Aid form, but this is not shown on your label, then we should be grateful if you would sign a form this year so that we can update our records and collect the tax back in future. This is at no cost to you; we are simply reclaiming the UK tax that you have already paid, and it is a significant source of income for the Society.

Next will be the number of Additional Members, if any, associated with your membership (e.g. F=1). Then there will be a code that defines how you pay the Society. It is:

BT	Bank Transfer	CA	Cash	CQ	Cheque
GF	GenFair (Internet)	PC	Parish Chest (Internet)	SO	(Banker's) Standing Order

Finally, for overseas members only, 'Airmail' or 'Surface' (Mail) will be shown to define which service is used to deliver your journal.

UK TAX PAYERS – PLEASE NOTE:

Gift Aid is a method of allowing charities to reclaim tax on membership subscriptions and, since the claim is for tax already paid by you and made directly from HM Revenue & Customs, it does not cost you anything except the time taken to fill in and return the form. You do have to be a UK taxpayer who pays tax equivalent to the amount which we will reclaim (currently 25p for every £1 you give to us).

GIFT AID DECLARATION

To: The Hon Treasurer
Bedfordshire Family History Society
Registered Charity No 281677
PO Box 214
BEDFORD
MK42 9RX

I want the Society to reclaim tax on all Membership Subscriptions and any other specific donations made by me from the date of this declaration.

Signed:

Date:

PLEASE USE BLOCK CAPITALS.

Full Name:

Address:

.....

Membership No (this appears on your journal address label):

Note:

1. In order for your donation to qualify under Gift Aid rules, you must pay an amount of UK Income or Capital Gains Tax at least equal to the tax we reclaim on your donation (currently 25p for every £1 you give).
2. Remember to notify us if you cease to pay sufficient tax for your donation to qualify.
3. You can cancel this declaration for any reason at any time by notifying the Society.
4. You may receive more than one Gift Aid form from us, but you only need to complete a form once.

BANKER'S STANDING ORDER

Please send the completed form to **YOUR BANK** (NOT to the Society).

PLEASE USE BLOCK CAPITALS.

To: Bank

Address:

Please pay into the account of BEDFORDSHIRE FAMILY HISTORY SOCIETY (Account No. 08036888) at NATIONAL WESTMINSTER BANK PLC, 81 High Street, Bedford, MK40 1NE. (Sort Code: 60-02-13) the sum of £..... ANNUALLY, on 1 January, commencing 1 January 2021.

(This supersedes any previous instruction to pay the above Society).

Please use the following **Name** and **Membership No** as a reference:

.....

Account Name:

Account No:

Signed: Date:

Registered Charity No. 281677

Please Note: It greatly helps us to identify and process your payment if both your full **Name** and **Membership Number** are included in the reference from your bank when arriving in our bank account. Several members have similar initial and surname.