

Polkerris Scout Group

Including: Beavers, Cubs and Scout Troop

Collection of Membership Subscriptions

Dear Parent(s)/Carer(s) of _____
[Cubs/Beavers/Scouts]

This year's membership subscription scheme started at the beginning of September 2011 and will run through to the end of March 2012.

The Group Committee have agreed that we will have to increase subs as third of the existing amount goes to headquarters. There will only be two payment options offered ;

£40 at the beginning of each term.

£10 debited monthly over 12 months by standing order

The group membership subscription includes your child's national membership fee which we have to pay annually to the Scout Association following the January census of members. This includes an amount to Mid Cornwall District and to the County Association. The remaining membership subscription goes to the group and is used for general expenses including rents, leader training, purchase of equipment, running costs including consumables, badges, refreshments etc.

Here are a few more details of the subscription payment scheme:

When your son/daughter moves up to the next section (e.g. Beavers to Cubs, Cubs to Scouts) the membership continues without having to change anything.

It is most important that when payments are received that they can be identified as being for subs from a particular member. Therefore we ask that you follow the instructions below:

When paying with **cash** or a **cheque** on a meeting night please ensure that the leader or helper receiving the money enters it on the payment register.

• If paying by cheque please make cheques payable to:

POLKERRIS SCOUT GROUP

and **write the name and/or membership reference on the reverse**

If you have an internet or phone banking facility and you wish to pay the term payment or arrange monthly payments directly into our account, the details at the head of page 2 should be sufficient for your needs. **Please remember to quote the membership or payment reference** when ever you make a direct payment from your bank to ours.

Please **let us know how you will be paying subs** by using the slip on the next page and giving it to me or a leader ASAP.

Scouting is an all inclusive organisation and as such aims to ensure that no children are excluded from joining. **If you feel you may have difficulty paying** the subscription then please talk to our treasurer or any leader.

Thank you.

From:

Group Treasurer: Lucy Hawke. Tel; 01208 873581. e-mail: telecasterrock@yahoo.co.uk
Group Scout Leader; Martin Starkie

Our bank details are:-

Bank: **Lloyds TSB. St. Austell**

Sort Code; **30-97-28**

Account Number: **01053092**

Account Name: **Polkerris Scouts**

If you wish to make a Standing Order with your bank for 12 monthly payments, please use the form on page 3 of this letter or use your bank's own 'New Standing Order' form **with the details of our account above and remembering to quote the membership ref**

Gift Aid

If you pay income tax or capital gains tax of more than £30 per year we would ask that you make your subs payments as Gift Aid. If you have not yet done so, please ask me for a Gift Aid Declaration form, or download the one on our website under parental information. In this way we can claim 25% of your subs payment from HMRC.

If you have any questions regarding the group's Membership Subscription scheme please contact me via phone or email .

Thank you.

Subs owing from last term

Please make arrangements to pay any outstanding dues as soon as possible.

Thank you

Collection of membership subscriptions:

Name of member : _____

Subs will be paid

(please tick one box)	At beginning of term	£10 monthly
Cash or Cheque		
Standing order/e-payment		

Signed _____ Name of parents/carer _____

Please return the completed slip to Lucy or a Leader before the 7th October 2011

Please find below the general form of a Standing Order to your bank. To set up a standing order please complete all sections and *hand it in to your bank*. Please also let us know that this is how you will be paying subs (so we know not to expect any cheques or cash on meeting nights).

1	Your details	Your account details (being debited)	
Full name and Address:		Sort Code <small>(nn-nn-nn)</small>	Account Number
		Branch Name and Address:	
Contact telephone number:			

2	Details of your Standing Order		
Does this instruction <i>replace</i> any existing instructions? <small>(tick one box)</small>		Yes	No
Payment Reference <small>(quote your child's group payment ref. here)</small>			
Recipient's name:		First payment date	
Polkerris Scout Group		Payment amount	£10
Recipient's bank and branch:		In words	Ten Pounds
Lloyds TSB plc High Cross Street, St. Austell		Frequency of payments	<i>Monthly</i>
Recipient's sort code & account number		Number of payments	7
30	97	28	0
1	0	5	3
0	9	2	
Final payment date		29th March 2012	

3	Your agreement	
I authorise you to debit my/our account, in accordance with the details in Section 2 above.		
Your signature(s)		
Date:		