



# 2021 Subscription Form

Name :

Home address :

Title :

Email address :

Phone number :

Home Tower :

*(See note 1 overleaf)*

Branch :

This form provides Guild members with summary information about personal data which is stored by the Guild and the administrative purposes for which the Guild processes your personal data.

The form includes a declaration of consent for the use of that personal data which all members are asked to sign and to provide consent for how contact may be made in connection with ringing related events and activities.

The form also provides information for members about the subscription options which are available in 2021 along with details for increasing the value of your subscription and donations by using Gift Aid.

## Communication preferences

To minimise the cost of Guild administration it is recommended communication with members be by email and consequently all members are encouraged to subscribe to one of the GDPR compliant Guild mailing lists *(See note 2 overleaf)*

## Distribution of Annual Report and Guild newsletter *(See note 3 overleaf)*

Each tower affiliated to the Guild will be provided with a printed copy of the full 2020 Annual Report and the quarterly Guild newsletter "Ringing Round Devon."

## Declaration of consent

I understand by submitting this form I agree to my personal details provided above being stored electronically and used for the purposes of membership administration and that those details may be recorded in Guild publications and historic documents *(See note 4 overleaf)*

I understand I may be contacted in connection with events arranged by the Guild, including ringing practices, training days, Guild and branch meetings and outings via the following means (please tick each box to indicate your consent to that means of contact) :

Email

Post

Telephone

SMS

Photographs are used to illustrate Guild activities and celebrate both individual and team achievements on both the website and in the quarterly newsletter. Please indicate whether you give your consent to your photograph being used in these publications :

Guild website

Ringing Round Devon newsletter

Branch communications

Signature

Date

## Subscription for 2021

Basic subscription (£6) <i>(See note 5 overleaf)</i>	
Restricted donation to support Devon Church Bell Restoration Fund	
Donation to support additional branch activities	
<b>Total</b>	

*Optional (see note 6 overleaf)*

*Optional (see note 6 overleaf)*

*Please complete*

## Gift Aid

If you are a taxpayer the Guild can reclaim 25p of Gift Aid for every £1 of your subscription and other donations from the tax you pay for the current tax year *(See note 7 and Declaration overleaf)*.

**Please return your completed form either to your Branch Secretary or directly to the Guild Secretary and make your subscription payment to your Branch Treasurer *(see note 8 overleaf)*.**

## Notes

1. If you are an Unattached Guild member please state "Unattached".
2. The Guild operates a number of public mailing lists using the mailman mailing list administration service. Members are able to subscribe, unsubscribe, and change subscription preferences such as email addresses at any time. Please contact the Guild Secretary if you would like information about how to manage your mailing list subscription.  
  
This ability to manage subscriptions allows the Guild to ensure that we have the consent required by the General Data Protection Regulations to communicate with you.
3. The reduced format **2019** Annual Report is available [online](#) but you may request a printed version of the full report by ticking here  
  
The reduced format **2020** Annual Report will also be made available online but you may request a printed version of the full report by ticking here  
  
The Guild newsletter "Ringing Round Devon" is available online but you may subscribe to receive a printed copy. Further information may be found in the newsletter.
4. The Guild stores and processes your personal information for the purposes of membership administration and may from time to time communicate with you with details of bellringing events and activities which as a member you may find of interest. Your name and tower or branch affiliation may also be recorded in historic documents maintained by the Guild, including the Guild report, the Guild peal book, the Guild newsletter, the Guild website and in the minutes of meetings you attend along with a record of any contributions you may make at meetings attended. No other personal information will be published on publicly available documentation or on the Guild website without your consent. Please refer also to the Guild's [Privacy Notice](#) available on the Guild website. The consent section should be signed by a guardian when the form is being completed for a member aged under 16.
5. The Guild basic subscription covers the running expenses of the Guild, including the hosting of the Guild website, the cost of running meetings and costs associated with organising Guild events and the cost of providing public liability insurance for each member. Guild Vice Presidents are exempt from payment of the basic subscription.
6. If you wish to make an **optional** donation to support either the work of the DCBRF or your branch please enter the amount of your donation in the middle column and include in the Total payable.
7. If you are a taxpayer Gift Aid may be reclaimed by the Guild from the tax you pay for the current tax year. Your full address taken from the front of this form is needed to identify you as a current UK taxpayer. Please complete the Gift Aid declaration below if you wish the Guild to benefit in this way.
8. If you wish to return your completed form directly to the Guild Secretary please send either by email to [secretary@devonringers.org.uk](mailto:secretary@devonringers.org.uk) or by post to 34 Woodland Drive, Exeter, EX2 7PS.

## Gift Aid declaration

### In order to Gift Aid your donation you must tick this box :

I want to Gift Aid my donation of \_\_\_\_\_ and any donations I make in the future or have made in the past 4 years to The Guild of Devonshire Ringers.

I am a UK taxpayer and 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 notify the Guild Treasurer 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

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.