



Instructions for Online Renewal of YDBKA Membership

Members receive a renewal email that contains an individual renewal link.

Clicking on this link will take you to a personal renewal page:

Personal Details

The top of the form shows your existing personal details on the left. If your details have changed (e.g. new address), make changes on the right-hand side under 'Current (new) membership details'.

Renewal Options

There are four sections under renewal options:

1. Gift aid. Please select yes or no.
2. Membership type. Please select your membership type from the dropdown box. Note - you do not need to have the same membership type as you did last time - it's fine if you want to change (e.g. from a full membership to partner membership).
3. Combing opt-in. **This is new.** Some members have indicated that they do not wish to receive physical printed copies of Combing. Editions of Combing are available on the YDBKA website, so please indicate whether you wish to continue to receive Combing or are happy to read online copies.
4. Branch donation (optional). Some members like to make a donation while renewing their membership and so we have added this to the online renewal. This is entirely optional.

Notes for Membership Secretary

This box allows you to type in any issues you wish to draw to the attention of the membership secretary.

Summary of Fees Due

The payment total due will appear at the bottom of the page. Once you are happy with your details and membership, please hit the "Submit Renewal Application" button.

What happens once the renewal is submitted?

You will be taken to a page with instructions on how to pay. This has not changed from previous years. Please pay by electronic payment to the association or send a cheque to the membership secretary.

You will receive a confirmation email that the renewal application has been submitted, but please note that **membership will not be processed until payment is received.**

Please contact the membership secretary (membership@yorkbeekeepers.com) if you have questions or concerns.

Charity Number 1177037

www.yorkbeekeepers.com