

SPOKES

The Lothian Cycle Campaign

Postal address [we have no staff]: St. Martins Community Resource Centre, 232 Dalry Road, Edinburgh EH11 2JG

Website: www.spokes.org.uk Email: spokes@spokes.org.uk Twitter: @SpokesLothian Answerphone: 0131.313.2114

If replying by email, please use... membership@spokes.org.uk

RENEWAL : WHEN, WHY and HOW

WHEN: Spokes membership lasts for the *calendar* year (not the 12 months since you joined), though if you join late in the year it counts for the following calendar year. **We will send you a renewal form in a mailing (usually in Feb) when you are due to renew.** If necessary we will also send you a reminder (or possibly two), before you are dropped from membership. So there's no need to ask if you are up to date (though we do have a membership stall at most public meetings, where you can check and/or renew).

WHY: Occasionally members move without telling us, meaning wasted volunteer time - so knowing you are still there matters to us!! Correct details also mean we can email you about matters local to your area or interests, and we can send you any extra bulletins/posters you need for your work or for bike-leafleting elsewhere. And renewal time is a reminder about donations! If there are no changes to your details, you can renew with a simple email (below).

HOW:

IF THERE ARE CHANGES TO THE DETAILS ON YOUR RENEWAL FORM...

Please use method (1) below. We receive many hundreds of renewals and to receive lots of changes by email would be too much work for our volunteers.

IF THERE ARE NO CHANGES TO YOUR DETAILS...

Use method 1 or method 2, whichever you prefer.

RENEWAL METHOD 1 – the traditional method

- ♦ Return the form to Spokes, with any updates/corrections written on it
- ♦ Tick the donations box on the form, then if appropriate enclose a cheque payable to Spokes, or see the donations section below
- ♦ If possible, enclose a stamped addressed envelope [but don't worry if too inconvenient].

RENEWAL METHOD 2 – by email [if no changes to your details]

- ♦ Email membership@spokes.org.uk
 - ♦ State that you wish to renew for 2016
 - ♦ On your renewal form, each person in your household has a **number** on the same line as their name, at the right-hand side (this is usually a 4-digit number but for longstanding members it may be 2 or 3 digits). Please state this number for you and any other household members.
 - ♦ Give your **postcode** and **address** so we can be sure we are renewing the right household.
 - ♦ To give a renewal donation to support our work, please state how you will do this [see below]
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RENEWAL DONATIONS TO SPOKES

We don't have a fixed renewal fee. If you are hard up it is fine to rejoin free, but please do commit yourself to help our aims by contacting your councillors and/or MSPs at least once or twice a year about cycling issues that concern you. Continued lobbying of politicians by members of the public is vital to our success, creating a background in which politicians are aware that the public is concerned about conditions for travelling by bike.

There is no fixed renewal amount. Donations range from zero to £200, commonly £10, £20, £30, £40, £50.

You can donate in any of the following ways...

- By cheque payable to *Spokes*, sent to our address above, with renewal form if you are renewing
- By bank transfer or setting up a standing order. Our bank details are as follows...

Bank: Bank of Scotland **Organisation:** Spokes **Account:** 00638077 **Sort code:** 80-11-10