

# SPOKES ANNUAL DATA CHECK & RENEWAL

## WHY WE CONTACT YOU NOW

Each year we send you a printout containing the information you have given us, so you can check it is still correct. It is important that this remains up to date, for reasons such as these...

- ◆ Some members move without telling us, which can waste a lot of volunteer time
- ◆ Correct details mean we can email you about matters local to your area or interests
- ◆ We can send you any extra bulletins/posters you request for your workplace or for bike-leafleting or putting up posters in local shops or elsewhere – this really helps Spokes
- ◆ And renewal time is a reminder about donations!

## IF YOU HAVE A STANDING ORDER (OR REGULAR PAYPAL)

- ◆ If there is a tick in donations box (b) on your renewal form then you will be automatically renewed, so *you don't need to contact* us **unless** there are any changes to the data on your form.
- ◆ If you have set up a standing order or regular paypal donation but there is **not** a tick on your form in donations box (b) then please let us know and we will get that updated.

## EVERYONE ELSE

### RENEWAL METHOD 1 – traditional method

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

### RENEWAL METHOD 2 – by email [but if your details are changed we prefer method 1]

- ◆ Email [membership@spokes.org.uk](mailto:membership@spokes.org.uk)
- ◆ State that you wish to renew
- ◆ 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]

## DONATIONS TO SPOKES

We don't have a fixed renewal fee. Donations range from zero to £200, commonly £10, £20, £30, £40, £50. If you are hard up it's fine to rejoin free, but please make a resolution to help by contacting your councillors and/or MSPs at least once or twice a year. Lobbying of politicians by members of the public is vital, creating an atmosphere where they realise that the public is concerned about cycling conditions.

*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
- ◆ By PayPal – a one-off or regular donation – see the *Donations* tab on our website.

*If you have any queries about this page, please email ...* [membership@spokes.org.uk](mailto:membership@spokes.org.uk)