

MEMBERSHIP APPLICATION FORM

All new and reinstated members should pay by Direct Debit

Sections A, C and D must be completed

PLEASE COMPLETE FORM IN BLOCK CAPITALS AND REFER TO THE NOTES ON PAGE 4

BRANCH NAME: _____ **BRANCH NUMBER: BR** _____

If previously a Legion Member, please give Membership No: _____

SECTION A (to be completed by all applicants. Please print clearly)

TITLE: _____ FORENAMES: _____

SURNAME: _____ POST NOMINALS: _____

House No/Name: _____ Street: _____

_____ Town: _____

County: _____ Postcode: _____

Country: _____ Email: _____

(Preferred method of communication with Members)

Home Tel: _____ Mobile Tel: _____

Date of Birth: _____ Gender: M F

All members between the age of 12 to 16 (inc) years will automatically be enrolled as Youth Members. Full membership will commence from the age of 17.

SECTION B (not mandatory but we would be most grateful if you would complete this section if you are a UK tax payer. Gift Aid costs you nothing. It simply allows The Royal British Legion to reclaim tax on your membership subscription and/or donations).

Gift Aid Declaration – for past, present and future membership subscriptions and donations

Please treat as Gift Aid donations, all qualifying gifts of money made:

Today in the past 4 years in the future

Please tick all boxes you wish to apply

I confirm I have paid or will pay an amount of Income Tax or Capital Gains Tax for each tax year (6 April to 5 April) that is at least equal to the amount of tax that all the charities that I donate to will reclaim on my gifts for that tax year. I understand that other taxes such as VAT and Council Tax do not qualify. I understand The Royal British Legion will reclaim 28p of tax on every £1 that I gave up to 5 April 2008 and will reclaim 25p of tax on every £1 that I give on or after 6 April 2008.

Please notify The Royal British Legion 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.

SECTION C (to be completed only by Serving or ex-Service applicants)

I am ***currently Serving/*have Served** in the Armed Forces (*delete as appropriate)

RN **RM** **ARMY** **RAF** **Volunteer Reserve**

(Please tick appropriate boxes)

Have you ever received a talk on the Legion: Yes/No, if so please state where _____

DATA PROTECTION

1. The Royal British Legion and the Poppy Appeal value your support. The Royal British Legion will use information provided by you for administrative and fundraising purposes. We may contact you with fundraising appeals and information on our charitable work. If you **do not** wish to be contacted, please tick the box. By post By telephone By Email
2. The Royal British Legion may share your data with its trading subsidiary Royal British Legion Trading Limited and its trading name Poppy Direct who may send you information about goods or services which they believe may be of interest to you. If you **do not** want to receive this information, please tick the box. By post By telephone By Email
3. The Royal British Legion may also pass details about you to other carefully selected companies who support Poppy Direct and may wish to offer you goods or services which it believes may be of interest to you. If you **do not** want to receive this information, please tick the box. By post By telephone By Email
4. The Royal British Legion would like to send you information by text or email about fundraising activities and goods or services which it believes may be of interest to you. If you **would like** to be contacted, please tick the box. By post By telephone By Email
5. The Legion magazine is available to download from The Royal British Legion website. If you **do not** want to receive a copy of the Legion magazine via the post, please tick the box

VOLUNTARY DONATION (For Direct Debit payers only)

I would like to make an annual donation to the Benevolent Fund of:

£1 £5 £10 £20 other amount £

Signature of applicant

The central benevolent fund incorporates the core activities of the Legion such as operating Care Homes and Welfare Break Centres, giving grants, providing resettlement training and acting as the custodian of Remembrance.

I would like to make an annual donation to the General Fund of:

£1 £5 £10 £20 other amount £

Signature of applicant

The General fund incorporates the transactions relating to the administration of the membership of the Legion.

SECTION D – FORMAL APPLICATION

I understand that any voluntary donation I have agreed to (detailed in voluntary donation section above) will be collected when my subscriptions are first collected by Direct Debit and thereafter on 1st October every year until otherwise notified.

I accept and support the aims and objects of The Royal British Legion. I understand that all members of the Legion have an equally important and valued part to play in actively supporting those aims and objectives. I promise to use every endeavour to promote the comradeship and service which is the keystone of The Royal British Legion. *(Please read joining date notes on page 4).*

Signature of Applicant: _____ Date: _____

SECTION E – (To be completed by the Branch Secretary. See Notes on Page 4)

BRANCH NAME _____ BRANCH NUMBER: BR _____

(Only one of the following boxes must be ticked or the application cannot be processed)

- Member will pay immediately by Direct Debit
- Member has paid Cash/Cheque for initial membership and completed Direct Debit mandate for next Legion year
- Member has opted to pay by Cash/Cheque
- Youth Member (single cash payment)

Signed: _____ Branch Secretary: _____ Date: _____

The member has also been accepted into _____ Club Limited

CLUB NUMBER: (if known) CL _____

(This information is required if the Legion is to collect Club Subscriptions by Direct Debit. If the Club is not registered to enable us to collect subscriptions, only Branch Subscriptions will be collected. Clubs are independent and subject to their registered rules.)

Please fill in the whole form

Originator's Identification Number

6	2	5	4	9	4
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Name and full postal address of your Bank or Building Society branch

To: The Manager	
	Bank or Building Society
Address	
	Postcode

Membership Number
(New member leave blank)

Name(s) of account holder(s)

Branch Sort Code (from the top right hand corner of your cheque)

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Bank or Building Society account number

--	--	--	--	--	--	--	--	--	--

Instructions to your Bank or Building Society.

Please pay The Royal British Legion Direct Debits from the account detailed on this instruction subject to the safeguards assured by The Direct Debit Guarantee. I understand that this Instruction may remain with The Royal British Legion and, if so, details will be passed electronically to my Bank/Building Society.

Signature
Date

Banks and Building Societies may not accept Direct Debit Instructions for some types of account.

FOR BRANCH RETENTION

TITLE: _____ FORENAMES: _____ SURNAME: _____

Address: _____

Postcode: _____ Date of Birth: _____

Telephone No: _____ Email: _____

Membership No: _____ BR No. _____ Joining Date: _____
(New member leave blank)

Service/Ex-Service

Gift Aid ticked

Payment: Direct Debit

Cash

Cheque

Donation

Fees:

Membership Fee: £ _____ Branch Subscription: £ _____ Branch Joining Fee: £ _____

Club Subscription/Joining Fee: £ _____

Signed by: _____ Appointment: _____

**TO BE HANDED TO MEMBER
Receipt and temporary membership**

TITLE: _____ FORENAMES: _____ SURNAME: _____

BRANCH NAME: _____ BR No. _____

- Membership paid by CASH/CHEQUE or DIRECT DEBIT (Delete as applicable)
- CASH/CHEQUE Membership Fee £ _____ Branch Subscription £ _____
Club Subscription £ _____ Joining Fee £ _____
TOTAL RECEIVED: £ _____
- DIRECT DEBIT Membership Fee £ _____ Branch Subscription £ _____
Club Subscription £ _____ Joining Fee £ _____
Voluntary Donation £ _____

TOTAL TO BE TAKEN BY DIRECT DEBIT: £ _____

All fees are subject to change annually.

Signed: _____ Date: _____
(Branch Secretary)

This receipt provides proof of membership of this Branch and of The Royal British Legion.

GUIDANCE NOTES FOR SECRETARIES AND APPLICANTS.

APPLICANT

Must complete Section A, C and D. Section B is optional.

Once these sections have been completed please return to your local Branch or post to CDI, The Royal British Legion, Suite 6, Crescent House, Yonge Close, Eastleigh. SO50 9SX

For application forms signed and dated* by the Branch between 1 October and 30 June

Applicants will receive a membership card that expires next 30 September. Cash payers will have to renew from the day after expiry by visiting their branch. Members paying by direct debit will have their renewal card sent to their home address.

For application forms signed and dated* by the Branch between 1 July and 30 September

Applicants will be charged the Membership fee agreed for the year commencing 1 October for the year of joining, thus gaining up to three months 'free' membership for the remainder of the current year. Cards sent to members will therefore have an expiry date of 30 September the year after joining.

BRANCH SECRETARY

Please do not separate the Direct Debit Instruction from the Application Form, but send it together with pages 1 and 2 to your District or County Secretary.

Branch Secretary must complete Section E.

** If not dated the date of joining will be the date processed by Head Office.*



The Direct Debit Guarantee

- This Guarantee is offered by all Banks and Building Societies that take part in the Direct Debit Scheme. The efficiency and security of the Scheme is monitored and protected by your own Bank or Building Society.
- If the amount to be paid or payment dates change The Royal British Legion will notify you at least 7 working days in advance of your account being debited or as otherwise agreed.
- If an error is made by The Royal British Legion or your Bank or Building Society, you are guaranteed a full and immediate refund from your Bank or Building Society of the amount paid.
- You can cancel your Direct Debit at any time by writing to your Bank or Building Society. Please also send a copy of your letter to us.

This guarantee should be retained

Data Protection

The Royal British Legion is registered under the Data Protection Act, registration Z5690050. Information on the use of personal data by The Royal British Legion is available from The Royal British Legion, Haig House, 199 Borough High Street, London SE1 1AA.