

Revised method for Membership Application

- 1) A new Membership Card will be introduced that will be the same size and quality of a normal Credit Card.
- 2) At the 30th September this year all Members will be issued a unique Membership No. and this will correspond with the pre-numbering on the new cards and this becomes your Membership No. for the future.
- 3) This card will be pre-dated and be used for 6 Years with a box printed for each of the years starting 16/17, 17/18 etc. and a space to have the Member's initial and surname written on it by their Club.
- 4) All Membership Cards will be sent by the Membership Secretary to the individual Clubs to distribute to their Members. New members will be issued with a Membership Number by the Membership Secretary when their card is sent out.
- 5) Each year the individual Clubs will stamp/clip the year on the card when the member has paid their renewal to their Club.
- 6) All renewal subscription payments must be made ONLY to their own Club along with the renewal form and it is up to each Club to send payments to the SIFA treasurer by cheque or via Online Banking. This can be done once the bulk of renewals have been received by the end of October by each Club.
- 7) If a Member does not renew then the card becomes invalid as it will not be stamped for the current year. The membership number will not be used for anyone else as the person may renew later that year or maybe a whole year later.
- 8) A revised spreadsheet will be completed by each individual Club and sent to the Membership Secretary and Treasurer at the end of October, so that all monies can be Audited against the list and the payments made by the Clubs and Membership Cards can be issued for the 16/17 renewal by the Membership Secretary. They will be pre stamped/clipped for 16/17 by the Membership Secretary. To make sure that names are added ASAP for Shoot purposes the Clubs can send their spreadsheet of paid Members as early in October as they like to the Membership Secretary and just update accordingly when new renewals come in.
- 9) The spreadsheet for each Club will form the basis of the SIFA Membership List for use at all Shoots.
- 10) New Members to SIFA during the year will do their paperwork and payments with their own Clubs, who will then make the membership payment to the Treasurer, send the Forms to the Membership Secretary and send their updated spreadsheet to both to make sure the monies are Audited and they appear on the SIFA list for a Shoot ASAP. Their Membership Card will be sent to their Club for distribution pre stamped/clipped.
- 11) The cost of the new cards, a stamp/clipper for each Club and adopting the revised process will not be any more expensive than the current costs and if we find that the cards only last for say 4 years, then we just re-issue new ones more often and still save money.
- 12) The new Membership Cards will be printed with the SIFA logo in full colour