



BEDFORDSHIRE ASSOCIATION OF CHURCH BELL RINGERS

Renewing and Updating your Membership with MemberMojo

A step-by-step guide
for existing members

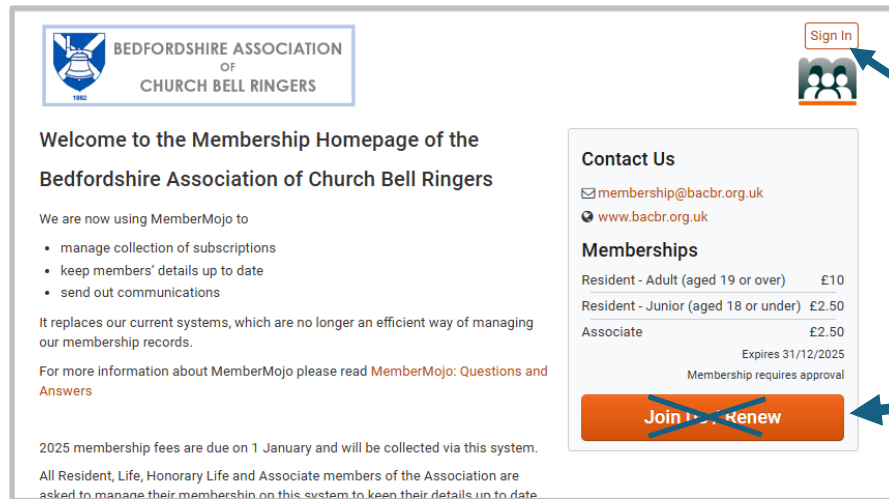


To update your details and/or renew your membership:

If you received a *Renewal Reminder* email, click on the link in this email.

If not, go to: <https://membermojo.co.uk/bacbr>

This will take you to the *BACBR MemberMojo HomePage*



Sign in by clicking the *Sign in* button

Sign In

Please do not click on the Join Us/Renew button unless you are a new member or you are unable to sign in by using your email (See p4)

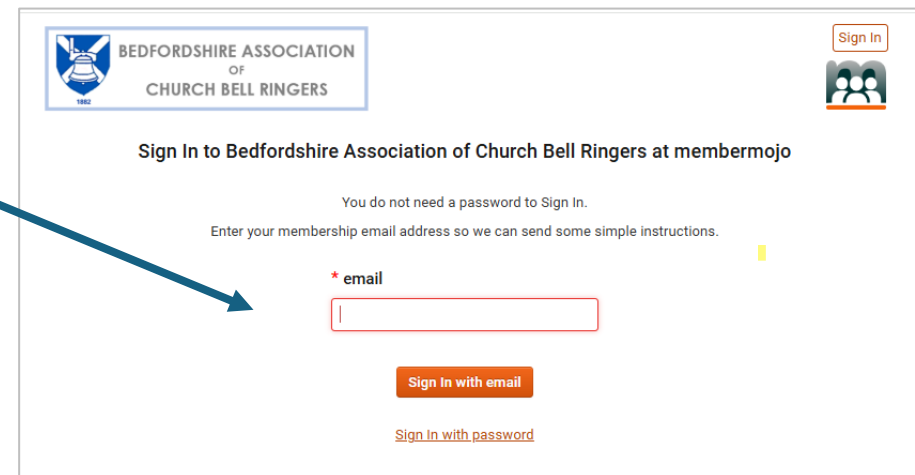
You will be asked to enter your email.

Click *Sign in with email*

You do not need a password.

Please note:

A parent/guardian must sign in on behalf of **Junior members**.

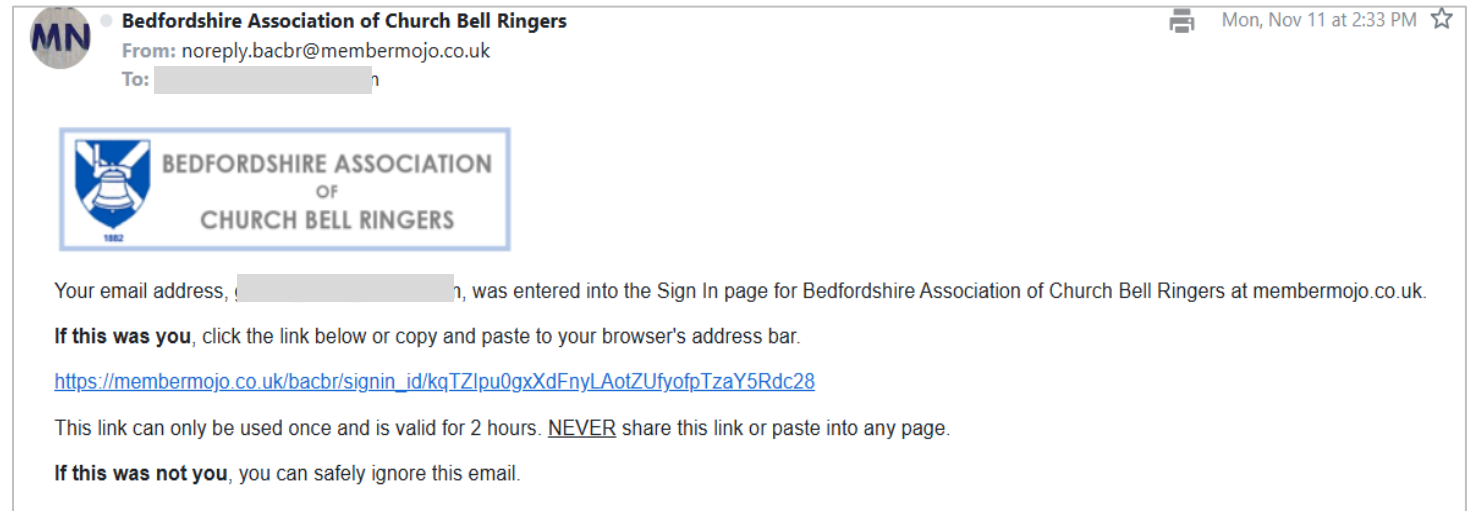


When you see this page go back to check your email...

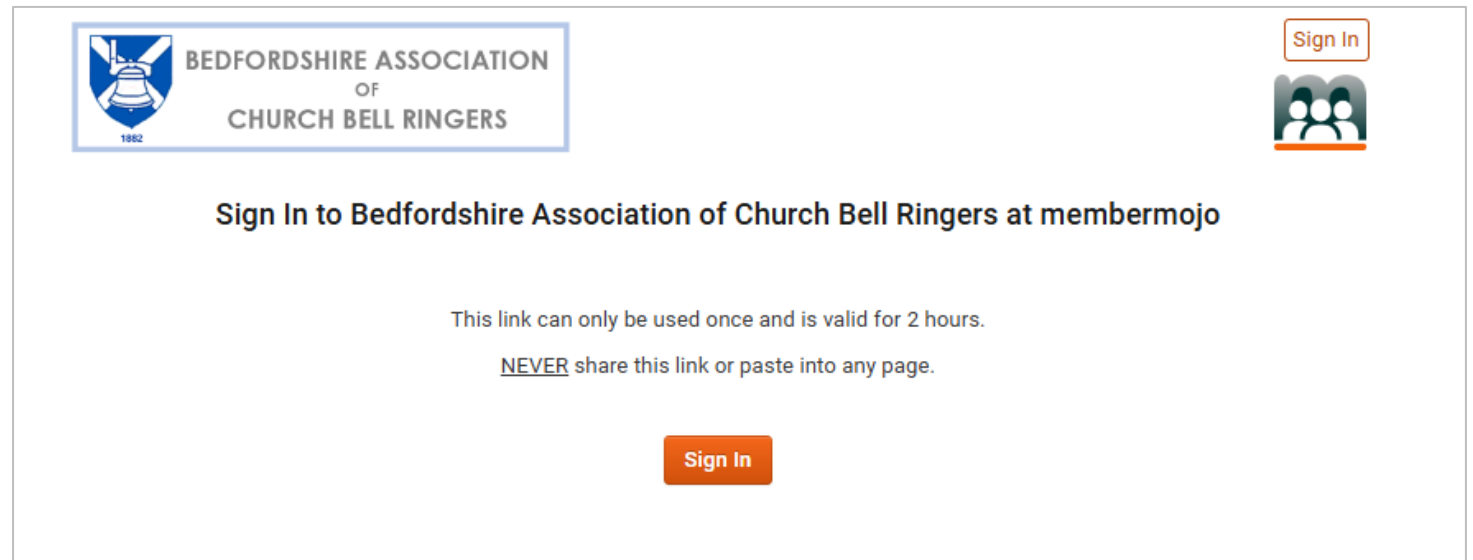
If your email is not recognised, please follow the steps on page 11 of these guidance notes.

Unrecognised email. Enter the address used for your current membership.

.... and click on the link
in the email which was
sent to you ...



On the next screen
sign in by clicking either
of the *sign in* buttons



This takes you to the *Your Membership* page ...

On *Your Membership* page click *Renew* which will take you to the *Member Form* where you can renew your membership and update your details.



You can update these details at any time (not just when renewing your membership) by returning to *Your Membership* page.


Go to Options / My Details / Click *View or Edit*.

Please note

It is very important that you keep the details which we hold for you up-to-date, not only so that we can contact you, but also so that we are compliant with GDPR.

Home Your Membership Lindy ▾

 BEDFORDSHIRE ASSOCIATION
OF
CHURCH BELL RINGERS 

 / Your Membership

1 has been signed in.

Messages

Your membership expires on Tue 31 Dec 2024 and can now be renewed. [Renew](#)

Summary

Membership: Resident - Adult (aged 19 or over) Name: Lindy Lou
Membership state: Active Email:
Expires on: Tue 31 Dec 2024



Options

My Details
View or edit your membership details. [View or Edit](#)

Payments
View your payment history. [View Payments](#)

Password
Change or reset your membermojo password and review session activity. [Change Password](#)

Additional Membership
Start a new membership that shares your email. [New Membership](#)

 Membership Enquiries  www.bacbr.org.uk Powered by membermojo

The *Member Form* is divided into 6 sections.

The whole form should only take a few minutes to complete by either typing in text or using drop down menus where provided.

Guidance to help you to complete the form is given as required beneath each box.

Please note: A parent/guardian should complete the Member Form on behalf of **Junior members**.

Where contact details (email/phone no) are requested, these should be those of the Parent/Guardian completing the form.

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SECTION 1: PERSONAL INFORMATION

≡

First name

≡

Last name

≡

Email

For Junior Members, this must be the email address of a parent / guardian.

≡

SECTION 2: MEMBERSHIP DETAILS

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Renewal or new member application?

-- select --

1 If you are already a member of the Bedfordshire Association please select 'Existing member renewal'
2. If you are new to the Association and wish to apply for membership please select 'New member'. New member applications must be Proposed AND Seconded by TWO current members; you must provide this information in the New Members Only section below.

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Membership

-- select --

Please select the membership category you wish to apply for / already hold
Existing members: if you need to change membership category (e.g. junior to adult), contact membership@bacbr.org.uk before renewing.

≡

Home tower

-- select --

Select your home tower from the dropdown list. Select 'unattached' if you do not have a Home Tower

The Declaration at the end of the *Member Form* must be ticked.

Don't forget to save any changes by clicking the *Save button* at the bottom of the page.

DECLARATION

This must be ticked by those renewing membership AND new members in order for this form to be processed.

☒ **DECLARATION**

I apply for membership (or renewal of membership) of the Bedfordshire Association of Church Bell Ringers. I confirm I have read the Association Rules and am eligible for the membership category I have applied for.
<https://www.bacbr.org.uk/wp-content/uploads/2024/05/Association-Rules-2024-Final.pdf>

I understand that my personal information will be held electronically and used only for legitimate purposes in accordance with our Data Protection and Privacy guidance. <https://www.bacbr.org.uk/association/business/data-protection/>

What happens once you have submitted this form:

Once submitted, a NEW application will go to the Membership Secretary for review, confirmation and election at a meeting. You will get an email acknowledging your application and another once it is processed and your election confirmed.

If you are renewing your membership, this will be processed automatically once payment is received.

Membership is subject to completion of this form and payment of your subscription. For New Members, membership is also subject to election. The Association reserves the right to refuse an application or request further information in support of it. The full annual subscription fee is due at the time of approval. Subscription for any member joining on or after 1st October shall run to 31st December of the following year.

SaveCancel

Saving your changes will bring you to the next screen.






When you have checked that your details are correct, click *Checkout*

Life and Honorary Life Members:

Your payment will be set at £0 and you need do nothing further unless you have chosen to make a **voluntary donation** to either the BRF, R J Sharp Fund or General Fund.

Home Your Membership Lindy ▾

 BEDFORDSHIRE ASSOCIATION
OF
CHURCH BELL RINGERS 

 / Your Membership / Details

Membership

Membership: Resident - Adult (aged 19 or over)
Months: 12 (until year end)
Expires on: _
Membership state: Active

Name: Lindy Lou
Email:
Contact number:

Renewal or new member application?: Existing member renewal
Home tower: Unattached
Additional Tower Affiliation (if applicable): _
Tower Contacts (if applicable): _
Name of proposer (New members only): _
Name of Seconder (New members only): _
Location of meeting where election took place (For admin to complete): _
Date of election meeting (For admin to complete): _
Email update preferences: I wish to receive monthly email updates with details of events / items of interest (1-2 per month) as well as official notifications of formal meetings, the AGM and membership renewals.
Annual Report (Printed): I do NOT require a printed Annual Report
Age group: 25 to 34
Ringing level: Plain Bob inside on 5 or 6 bells (Plain courses and/or touches)
Teaching bellhandling: Have not taught bellhandling but would be willing to learn to do so.
Gift Aid: no
Address:
DECLARATION: yes


Edit

On the **Checkout** page you will see confirmation of what you have “purchased” (ie your subscription, plus any voluntary donations you chose to make on your Member Form)


Choose your preferred form of payment.

- **Cheque:** Send to the Treasurer, Sue Silver, 3 Heronslee, Shefford, SG17 5FQ You MUST include your name and tower as a reference.
- **BACS:** Use the sort code 30-94-47 and account number 01418488) You MUST include your name and tower as a reference.
- **Standing order:** if you already have a Standing Order set up you need do nothing further. This will be taken on whatever date you have already set up.
- **Card payments:** Members will be informed as soon as card payments are available, which will be very soon.

[Home](#) [Your Membership](#) 🛒 [Lindy](#) ▼



BEDFORDSHIRE ASSOCIATION
OF
CHURCH BELL RINGERS



Checkout

Lindy Lou

Membership renewal: Resident - Adult (aged 19 or over), 2025-01-01 to 2025-12-31 £10.00

[Edit](#) [Remove](#)

Total: £10.00

Payment

Pay with Cheque, BACS, Standing Order or Card payments: these will be available shortly

☐ Cheque

☐ BACS

☐ Standing Order

☒ Card payments: these will be available shortly

IMPORTANT:
FOR ALL OFFLINE PAYMENTS YOU MUST INCLUDE YOUR NAME AND TOWER AS A REFERENCE
Cheque: Please make payable to Bedfordshire Association of Church Bell Ringers and send to Sue Silver, 3 Heronslee, Shefford, SG17 5FQ
BACS: use the sort code 30-94-47 and account number 01418488
Standing Order: if you already pay by standing order you do not need to do anything further.
Card payments: will be available shortly
Payment instructions will also be sent to you by email.

[Pay with Card payments: these will be available shortly](#)

Your payment will be marked as *Pending* until received and marked as such by the Association Treasurer.

You will then then receive an email to confirm that your membership has been renewed.

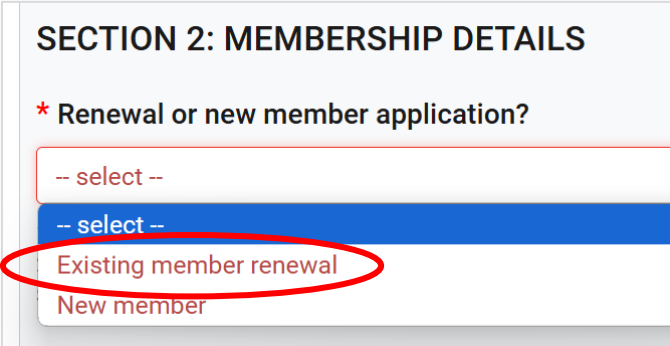
A renewal reminder email will be sent to you a month before your next annual subscription is due.

However, you can access Your Membership page at any time if any of your details change or if you wish to make a donation to either the Association Bell Restoration Fund or R J Sharp Fund.

What to do if your email is not recognised:

1. If you have been sent a renewal reminder, check that you have typed in the email address used to send this, and that it is spelled correctly!
2. If you have not been sent a renewal reminder, or your email still isn't recognised, it means that we do not have a record of your email address. Go to Step 3!
3. Click on the orange Join Us / Renew button on the MemberMojo HomePage. This will take you to a *New Membership Application* form. As we do not already have your email address in our system you will need to complete this. (See p6 of these Guidance notes)

IMPORTANT ... if you are already a member, make sure that in Section 2 you select *Existing member renewal* from the drop down. Do not join as a New Member!



SECTION 2: MEMBERSHIP DETAILS

* Renewal or new member application?

-- select --

-- select --

Existing member renewal

New member

If none of the above work, please contact the Membership Secretary: membership@bacbr.org.uk

What do I do if my subscription is currently paid by my Tower Contact

Where you **do** have your own email and online access, from 2025 onwards we **strongly** encourage you to manage your own membership using MemberMojo so that you can:

- receive direct email communications with news of events, training opportunities etc
- take responsibility for ensuring that their own details are kept up to date

How to pay an annual subscription on behalf of other members

We do recognise that not everyone has their own email or a computer / smartphone and therefore will need someone else to pay on their behalf.

If this applies to a member in your tower, please follow the instructions on the next page

What to do if a member of your band does not have email or a computer / smartphone:

You will need to set up a MemberMojo account which shares **your** email address.

To do this:

EITHER:

Print a copy of the paper Membership Form and ask the member to complete it. This is available here: <https://www.bacbr.org.uk/association/business/subscriptions/>

OR:

make a note of the details required (as on the online form which you completed) to set up an account on behalf of another member

THEN

Once you have the required details, go to
www.membermojo.co.uk/bacbr



Then:


1. Sign in using your own email
2. Go to *Your Membership* page
3. Go to Options/Additional Membership.

Click on Additional Membership to start a new membership that shares your email.

This will take you to a New Membership Application Form

Home Your Membership Lindy ▾

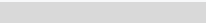
 BEDFORDSHIRE ASSOCIATION
OF
CHURCH BELL RINGERS 

 / Your Membership

Messages

Your membership expires on _ and can now be renewed. [Renew](#)

Summary

Membership: Resident - Adult (aged 19 or over) Name: Lindy Lou
Membership state: Active Email: 
Expires on: _

Options

My Details
View or edit your membership details. [View or Edit](#)

Store Purchase
Purchase items from the Bedfordshire Association of Church Bell Ringers store. [Visit Store](#)

Payments
View your payment history. [View Payments](#)

Password
Change or reset your membermojo password and review session activity. [Change Password](#)

Additional Membership
Start a new membership that shares your email. [New Membership](#)



4. Complete all the required fields in the New Membership Application form on behalf of the other member.
5. Your own email will automatically be given in Section 1.

Important:

If the person is already a member, make sure that in Section 2 you select *Existing member renewal* from the drop down.

Then proceed as per these Guidance notes, p6 onwards.

[Home](#) [Your Membership](#) Lindy ▾

 **BEDFORDSHIRE ASSOCIATION
OF
CHURCH BELL RINGERS** 

New Membership Application

You are applying for a new membership with Bedfordshire Association of Church Bell Ringers. Please provide us with some information about you.

INTRODUCTION

This member form is split into four sections:
Sections 1 & 2 collect personal details and your membership related choices. Items marked with a red star are mandatory.
Section 3 is for New Member applications only.
Sections 4 and 5 are optional; they allow you to select communication preferences, and to provide further information about yourself.
The Declaration at the end of the form must be completed by existing and new members.

Once complete, NEW applications will be reviewed and approved by the relevant Membership Secretary, and your application put forward for election at the next Association meeting. You will asked to pay the membership fee only AFTER your application is approved. Information in Sections 4 and 5 can be updated at any time after your membership is approved.

JUNIOR MEMBERS: this form should be completed by a parent/guardian.

SECTION 1: PERSONAL INFORMATION

* First name

* Last name

Required field.

* Email

For Junior Members, this must be the email address of a parent / guardian.

* Contact number

For Junior Members, this must be the contact number of a parent / guardian.

SECTION 2: MEMBERSHIP DETAILS

* Renewal or new member application?

Please note:

If there is no-one in your tower who is able / willing to set up a membership account on behalf of another member, they should complete a paper membership form. In this instance, the member must give their postal address.

The completed form should be sent, with payment, to the Treasurer:

Sue Silver, 3 Heronslee, Shefford, SG17 5NY

An account will then be set up by one of our volunteer administrators and an acknowledgement sent.

How to make a donation using MemberMojo

Donations can be made to the following funds of the Association:

- **Bell Restoration Fund**, which can give grants for work to provide, restore, maintain and improve bells, bell installations and their supporting structures. Please note that 50% of Resident Member subscriptions already go into this fund.
- **Ronald J Sharp Fund**, which provides interest free loans for bell restoration work and grants for training, education and the promotion of bell ringing.
- **General Fund**, which covers all the necessary administrative costs of running the Association.

More details of each of these funds can be found here: <https://www.bacbr.org.uk/association/grant-awarding-funds/>

Either:

Donations can be made at renewal (or when joining the Association) by completing the relevant boxes in Section 6 of the Members' Form.

At *Checkout* your donation will automatically be added to your subscription amount.



SECTION 6: VOLUNTARY DONATIONS AND GIFT AID

You have the option to make a donation to the Association's charitable funds. This can be done at any time via 'Your Membership' and select 'Visit Store'

Voluntary donation to the Association Bell Restoration Fund

-- select --

Please do consider making a voluntary donation to the Bell Restoration Fund which can give grants for work to provide, restore, maintain and improve bells, bell installations and their supporting structures.
Please note that 50% of Resident Member subscriptions already go into this fund.

Voluntary Donation to the R J Sharp Fund

-- select --

Please do consider making a voluntary donation to the Ronald J Sharp Fund, which provides interest free loans for bell restoration work and grants for training, education and the promotion of bell ringing.

Voluntary General Donation (£)

0.00

You may wish to make a small voluntary donation to the Association's General Fund, which covers all the necessary administrative costs of running the Association. You may wish to cover the cost of a card transaction (£0.35/transaction) or a printed report (£xx/report)

Or:

Donations to the BRF and RJ Sharp Funds can be made by card at any time by visiting the BACBR *Members' Store*, accessed from *Your Membership* page or <https://membermojo.co.uk/bacbr/store>



Options

My Details
View or edit your membership details. [View or Edit](#)

Store Purchase
Purchase items from the Bedfordshire Association of Church Bell Ringers store. [Visit Store](#)

Payments
View your payment history. [View Payments](#)

Password
Change or reset your membermojo password and review session activity. [Change Password](#)

Additional Membership
Start a new membership that shares your email. [New Membership](#)

Admin Notifications
Choose to receive a daily summary or when applications require approval. [Edit](#)

We hope that you will find MemberMojo very straightforward to use!

If you do have any further queries please email membership@bacbr.org.uk