



# Explore Membership Application



First Name:		Last Name:	
Title: [Mr., Ms., Dr., etc]		Previous Explore member? (Yes/No)	Previous Explore number:
Postal Address:			
Postcode:			
Email:		Mobile Phone:	Home Phone:
If these contact details change, please let us know.			
<b>Emergency contact:</b> If possible, please provide contact details of a relative or friend who can be contacted in the event of an emergency:			
Name:		Mobile Phone	Home or work phone:
<b>See overleaf re: payment details for membership fees 2023-24</b>			
<b>Membership Payment</b> Please tick: <input type="checkbox"/> I have arranged <b>online payment</b> to Joseph Cowen LLC CIO ( <i>Preferred option, please</i> ) OR <input type="checkbox"/> I have paid by <b>card</b> direct to Explore office OR <input type="checkbox"/> I have paid by <b>cheque</b> made out to 'Joseph Cowen LLC CIO' via Essell Accountants		£...      Membership Fee  £...      Voluntary Donation*  <b>£.....      Total</b>  * <input type="checkbox"/> I want to Gift Aid my donation and any similar payments I make in the future to Joseph Cowen Lifelong Learning Centre CIO Charity No.1174080. Please see overleaf for full Gift Aid declaration.	
<input type="checkbox"/> <b>I confirm that I have read the Conditions of Membership of Explore (see overleaf).</b>			
Your privacy is important to you and Explore. We ask you to consent to Explore holding and processing your personal details as given on this form. You can find out how we use your data in our <a href="#">Privacy and Data Protection</a> policies on our <a href="#">website</a> .  You can withdraw your consent at any time by email to <a href="mailto:weareexplore@gmail.com">weareexplore@gmail.com</a> .			
<input type="checkbox"/> <b>I consent to Explore using my data for membership purposes as detailed above.</b>			
Signature:		Date:	
<b>Please email your completed form to <a href="mailto:weareexplore@gmail.com">weareexplore@gmail.com</a></b> <i>Where possible we request communications and renewals are sent via email, however if you can only pay by cheque you can post to Essell Accountants Limited, 29 Howard Street, North Shields, Tyne and Wear NE30 1AR</i>			
<b>For office use</b>			
<input type="checkbox"/> Payment received	<input type="checkbox"/> Added to membership list	<input type="checkbox"/> Added to mailing list	<input type="checkbox"/> Membership card/number issued

## Explore Annual membership fees 2023-24:

Early Bird Full Year Membership (before 30<sup>th</sup> Sept 2023).....£285.00

Termly Offer (new members & existing/renewing members 2023/24\*)

... Season 1 - £105.00 ...Season 2 - £105.00 ...Season 3 - £105.00

Membership for Full Year (before 30<sup>th</sup> Sept 2023 or without discount agreed\*) £315.00

(\*Individual discounts can also be agreed at our discretion.)

## Payment Methods:

**Bank Transfer:** Please make bank transfers into our account using the following details and include your name (or the member's name if paying for someone else) as reference.

**Acc. Name: Joseph Cowen LLC CIO**  
**Sort Code: 08-92-99**

**Bank: Co-operative Bank PLC**  
**Account Number: 65844337**

**Card:** If you are unable to pay by bank transfer, you can also pay online by card. Please [email](#) the office to arrange a payment link.

**Cheque:** If you cannot pay by bank transfer or card, please make cheques payable to **Joseph Cowen LLC CIO** and send to Essell Accountants Ltd, 29 Howard Street, North Shields, NE30 1AR.

## Donations:

As a small organisation we are always grateful for additional support and we welcome donations. Donations are entirely voluntary and do not constitute any part of membership or membership fees.

**Gift Aid on Donations:** Boost your donation by 25p of Gift Aid for every £1. Gift Aid is reclaimed by the Charity from the tax you pay for the current year. In order to Gift Aid your donation you must tick the box overleaf and provide your name and address. Please notify the organisation at [treasurer@weareexplore@gmail.com](mailto:treasurer@weareexplore@gmail.com) 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 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.

## Terms and Conditions of Explore membership

Joseph Cowen Lifelong Learning Centre CIO undertakes to provide the Explore programme, to

- deliver adult education in the North East of England through the provision of courses, seminars, study groups, lectures and other media. We endeavor to run the programme as published however we do occasionally need to change, cancel or postpone sessions due to unforeseen or unavoidable circumstances.
- provide such services in a manner which fulfils our charitable purpose
- hold all personal data securely and treat it confidentially in accordance with our [Data Protection and Privacy](#) policies, for the purpose of maintaining membership and administering JCLLL CIO and Explore. Personal data will not be passed on to any third party without the member's explicit consent.

Members of Explore will be expected to

- conduct themselves courteously and cooperatively in all Explore activities.
- acknowledge that persistent behaviour disturbing or distressing to other members may result in membership being revoked.

**Covid-19 & Member Risk:** We will follow government advice and abide by regulations in place to reduce the spread of Covid19, however members attend sessions at their own risk. We cannot guarantee that the virus will not be contracted/spread and ask all members to treat their own health and that of their fellow members as a serious concern. Members must follow Health & Safety regulations in place for the location of sessions and abide by government advice. We will collect attendee details for track and trace processes as necessary.