

RETIRED STAFF ASSOCIATION

**(UERSA)**

## Membership renewal for 2023/24

To renew your UERSA membership from 1st October 2023 till 30th September 2024 please complete the form below and send it to me – either electronically to W.J.Krzanowski@exeter.ac.uk or by post to Wojtek Krzanowski at 3, Lark Close, Exeter EX4 4SL. Alternatively, simply just email me the relevant details.

The annual fee is unchanged at £6 (including a named partner/spouse), but new members who joined after 1st April 2023 do not have to pay again until next year. Please send me your details and make your payment as soon as possible, but **by 1st November at the latest.**

**Please note: the university finance office no longer accepts payments by cheque so all payments must be made by bank transfer. This can be done in one of four ways:**

1. If you have access to online banking, then please make the transfer by BACS using the bank details below **and please let me know you have done so when sending me your details**.
2. Failing 1, if you are able to visit a branch of your bank then any person working there can make the transfer for you on being given the details below. **Please let me know if you have done this.**
3. Failing both 1 and 2, if a friend who belongs to UERSA can make a transfer on your behalf using their own reference then ask them to **let me know on whose behalf they are doing so**.
4. If none of the above is possible then please send me a cheque (payable to W. Krzanowski) **with the completed form** and I will make the BACS transfer on your behalf.

**It is important to tell me you have paid, as I only receive information from the bank occasionally.**

Bank details for the transfer:

Account name:   University of Exeter

Account Number: 00724890

Sort Code: 60-08-06

Reference / Description / Narrative:  UERSAX10-?????????

So that we can match up your payment to your name,**replace the NINE characters** ????????? **by your initial followed by your surname**. For example, Jane Rogers becomes UERSAX10-JROGERS.  If your surname is more than eight characters long, please omit any vowels as well as any further letters beyond the 9 characters total.  Thus, Wojtek Krzanowski becomes UERSAX10-WKRZNWSK while Henry Whitton-Smythe becomes UERSAX10-HWHTTNSMY This reference element is very important to identify you, so please **only use your initial and surname, and nothing else** (such as numbers or partner’s name).

Wojtek Krzanowski (Membership Secretary; tel 01392 426945)

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Please renew my/our subscription to the University of Exeter Retired Staff Association for 2023/24. I/we consent to the following details being held by the Association:

Name(s)……………………………………………………………………………………………………

Address……………………………………………………………………………………………………..

 ................................................................................................... Postcode....................

Tel ............................................................. e-mail.................................................................

**Please let me know immediately if anything changes, so I can keep the records up to date.**