

HOW THE MEMBERSHIP RENEWAL SYSTEM WORKS

I got an email yesterday day that said:

Congratulations. You are approaching the anniversary of your joining the BMW Owners Register. A further email will follow in three weeks advising that your Annual Membership Fees are due.

Cool, I thought. Now what do I do? Well nothing really as our Membership Database has created that automated message to me because it knows that my joining anniversary is 16 June. This message was created 4 weeks before my original joining date.

So I can either go to the Website Shop, find the Membership Payment area and select the appropriate 'transition' payment to make my membership go through until my next anniversary,

If I waited for three weeks, I'd see the next automated message. That one will say:

Hello. Your Annual Membership Fees for the BMW Owners Register are due. You can complete the payment by clicking [HERE](#) and selecting your payment option.

If I click on the link, it opens the Membership Fees section in our website shop. The linked page will show me a line that says 'Membership Type' and alongside it is 'choose an option'. If I click on the 'choose an option' a drop-down menu opens that currently has these options:

- NEW Single
- Overseas
- February Single
- February Member & Partner
- March Single
- March Member & Partner
- April Single
- April Member & Partner
- May Single
- May Member & Partner
- June Single
- June Member & Partner

I selected June Single, as my anniversary date is in early June, and clicked on 'Add to Cart'.

The value shows as per the News Item found at: <https://www.bmwor.org.nz/changes-annual-membership-fees/>. This was published on 8 February 2017 and shows the fair and equitable system covering that 'settling in' period is based around your current paid up fees.

When I go back to the Shop, there is my order on the right hand side of the page. When I checked 'my cart' I found the correct value with the option of 'Checkout', then 'Your Order'. (In the 'Checkout' please complete the required fields. This information shows in a different area of the Website and assists in confirming who has paid).

After clicking 'Your Order' I am shown three options. The details of those options are shown if I click on each one:



Direct Bank Transfer

Make your payment directly into our bank account. Please use your Order ID as the payment reference. Your order won't be shipped until the funds have cleared in our account.

If I select this option and click on 'Place Order', I get an acknowledgement that looks like this:

Thank you. Your order has been received.

- Order Number: **71673**
- Date: **May 17, 2017**
- Total: **\$60.00**
- Payment Method: **Direct Bank Transfer**

Make your payment directly into our bank account. Please use your Order ID as the payment reference. Your order won't be shipped until the funds have cleared in our account.

Our Bank Details

BMW Owners Register Inc – Westpac

Account Number: 03-1519-0034447-000

Now you need to make your 'on-line' or 'over the counter' transaction. An email will arrive at your personal email address with the same details shown above. A nice little extra reminder.



Cheque Payment

Send a cheque by post. Please use your Order ID as the payment reference. Your order won't be shipped until the funds have cleared in our account.

If I use this option and click on 'Place Order' I get an acknowledgement that shows:

Thank you. Your order has been received.

- Order Number: **34803**
- Date: **May 17, 2017**
- Total: **\$60.00**
- Payment Method: **Cheque Payment**

Please make cheque out to "BMW Owners Register Inc" or "BMWOR" Please send your cheque to:

The Secretary – BMWOR of NZ
Post Bow 109-245
Newmarket
Auckland 1149

Now you need to write out your cheque and post it in. You will also get an email at your personal email address with the same details shown above. Another extra nice little reminder.



Internet Banking (Pay with POLi)

Pay with POLi! You will be transferred to your internet banking.

[Available Banks](#)



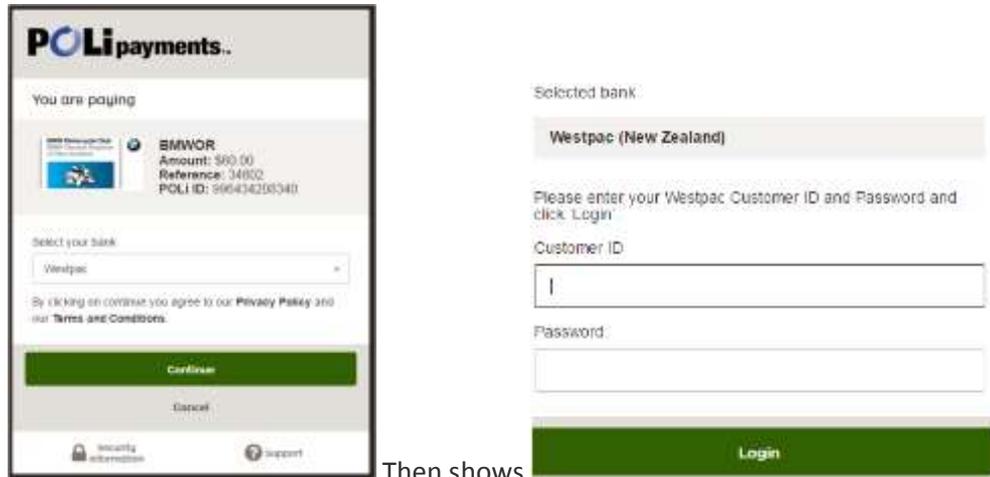
If I click on the 'Available Banks' hyperlink, the applicable banks used for POLi are shown

You can choose from the following banks to pay BMWOR

- ANZ
- ASB

- ✓ BankDirect
- ✓ Bank of New Zealand
- ✓ Kiwibank
- ✓ TSB Bank
- ✓ Westpac

I then get a POLi page that requests I choose my bank. It looks like this:



Then shows

You then 'Log In' to your bank and set up a payment for your membership.

Your payment will appear in the club's Westpac Bank Account. This account is checked daily. When your payment appears either the Membership Secretary (or Secretary in his absence) updates the National Database and orders your current Membership Card.

Once your membership is updated, you will receive no further automated email until the following year.

If I miss that reminder, 2 week after your anniversary date (when you're fees are overdue and your membership is marked as EXPIRED) the next automated email will say:

Hello. Your Annual Membership Fees for the BMW Owners Register are overdue. You can complete the payment by clicking [HERE](#) and selecting your payment option.

If you miss that reminder, 4 weeks after your anniversary date, an email is sent that will say:

Hello. Your Annual Membership Fees for the BMW Owners Register are now four weeks overdue. If you wish to remain a member of the BMWOR, please contact the Membership Secretary on membership@bmwor.org.nz.

If you miss that reminder, 8 weeks after your anniversary date you will receive a final email that will say:

Hello. Your Membership to the BMW Owners Register has now been terminated in accordance with Section 6.5 of the BMWOR Constitution and Rules 2017. Your personal information and contact details will be removed from the BMWOR records

That last email will not be activated until Saturday 26 August 2017. Your club is aware that during the Transition from the old 'Annual membership payment due on 1 July' system to the new 'Annual Membership payment due on your membership anniversary' system, that all of our members (under the old system) are paid up until 30 June.

Technically our Club should terminate members after 4 weeks, because that's what Section 6.5 says.

However, we also recognised that our members have busy lives and can overlook things like this. The sequence of emails fairly reminds all about their Annual Membership payment.

Like most clubs, we are a voluntary organisation that relies on its members to pay their Annual Membership fees. There is no obligation to your staying with the club and if you choose to leave, that's fine. If you choose not to pay your fees, we help you with that decision.

Your Membership Secretary and the National Secretary are always available to answer questions or to assist if there is confusion.