EXISTING MEMBER AFFILIATION PROCESSING FLOW CHART

Membership' Payments, Deletions & Alterations

PAYMENTS

On your club's full membership list place a √ in the (FL) column, on the line for each member you are paying affiliation fees for.

ALTERATIONS

The only alterations you should make on your club's full membership list are:-

- **Corrections to Name or Initials**
- **Alterations to membership classification in column B, i.e. 'Senior' to 'Family' Membership or a 'Junior' to a 'Senior'.**

DO NOT alter a member's address on this membership list, **USE THE CORRECT FORM**.

DELETIONS

When you are sure a member wont be rejoining your club, draw a line through their name on your club's full membership list starting from the initial column all the way across the page. **NOT THROUGH THE MEMBER.CODE.**

*** *REMEMBER***
TO CROSS OUT ALL MEMBERS OF A FAMILY MEMBERSHIP YOU WANT DELETED.

Complete a 'Notice of Affiliation' form to cover **ALL** members included in your payment.

Send your **cheque**,
Notice of Affiliation form,
new member's **Affiliation Form(s)**
and **Club Members List** (if applicable)
to: Secretary,
NZ Model Aeronautical Assn
P.O. Box
27 041
Mt. Roskill
AUCKLAND