

Membership Renewal

Members should ensure they are logged into the SI website before starting the renewal process.

Membership rates for 2021 are as follows:

Professional members £165 (early discount rate £149)

Standard and Student members £145 (early discount rate £131)

Retired indexers, aged 70 and over £73 (early discount rate £66) (Please note this rate means that you do not have a directory entry)

The discount period for renewal will run until 17th January and will give 10% off the full rate (rounded to the nearest full £). The discount code to use is 2021EARLY. This code will not work after the discount period so prompt renewal is recommended

Should you wish to change your membership level or enquire about life membership, please contact the office before renewal so that you can ensure the correct rate is paid.

You may pay by bank transfer or by Stripe. Payment by bank transfer is the most cost-effective option for the Society. Stripe charges the Society a fee for each transaction. WE ARE NOT ALLOWING PAYMENT BY CHEQUE DUE TO THE OFFICE BEING CLOSED, because we cannot collect postal mail on a regular basis.

The Society bank account is with the Cooperative Bank, sort code 08 92 99. If you have previously made payments to the Society and this is not the sort code you already have set up for the Society please contact the office for the full bank details. If you wish to pay by bank transfer for the first time, then again, please contact the office.

Payment by bank transfer should include a reference of your surname and, if possible, the invoice number that will be quoted when you go through the payment system. The website does not set up a direct debit for you – you will have to go to your banking system to make the payment. If you have previously paid by bank transfer it will depend on your individual bank as to whether you can change the reference. Your surname is the most important reference and lack of invoice number will only cause an issue if there is more than one person with the same surname.

Once you have gone through the payment system you will receive an automated mail with details of your membership, and a reminder to pay if you are using bank transfer. If you paid by Stripe, then this email counts as your invoice receipt.

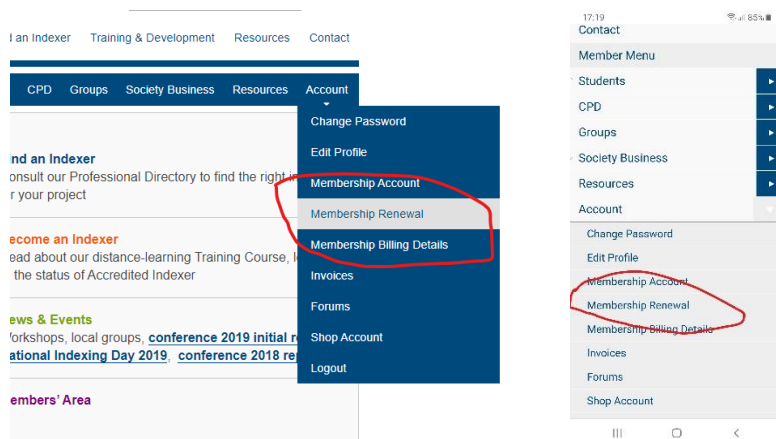
If you pay by bank transfer, once the office has confirmed payment, we will manually update your records on the system to show your invoice has been paid and you will receive an additional automated email with your invoice details.

NB the office is closed between 23rd Dec and 4th Jan inclusive.

To renew membership, follow the menu-path [Account>Membership Renewal](#) in the members' area of the website

Detailed instructions with screen shots

Follow the menu-path for renewal shown here on either PC or mobile. If you cannot see this option you are not logged in – go log into the site first.



On the next screen click on the Renew button

Membership subscription levels

By clicking on one of the buttons below, you are confirming that you have read and agree to abide by the Society's [Code of Professional Conduct](#) and understand that the Society of Indexers (SI) will use your personal data only for the purposes of your membership of SI and involvement in SI activities. Your data will not be shared with any third party and the principles of the GDPR 2018 will be adhered to. By submitting this form you are consenting to receiving information about the Society by post, email, online or phone.

The membership year runs from January to December. Renewals must be completed before the end of the following January in order to ensure continuous membership.

If you are already a member and looking to renew membership you should only see your current valid rate below. If you are seeing more than one rate, please ensure you are logged into the site before renewing

Professional The price for membership is **£165.00 per Year.**

Renew

If you would like to change your membership, please [contact us](#)

If you are paying before the end of the discount period click to enter the discount code 2021EARLY

Choose your payment method and scroll down to ensure your billing address details are correctly filled in

Membership Level [change](#)

You have selected the **Professional** membership level.

The price for membership is **£165.00 per Year.**

Membership expires on 30th January 2021.

Do you have a discount code? [Click here to enter your discount code.](#)

You are logged in as **RuthEllis**. If you would like to use a different account for this membership, [log out now](#)

Choose Your Payment Method

Pay by Credit Card **Pay Bank Transfer**

Scroll down and ensure that you have ticked the privacy policy box, then click to submit and check out

Privacy Policy

What personal data does the Society of Indexers collect?

The data we routinely collect include names, addresses, telephone numbers and email addresses. We collect this data directly from members when they join, and from non-members purchasing products or booking events. We maintain a database (name and email addresses only) of organisations that may be interested in receiving information about indexing.

We also keep information relating to disciplinary matters and sanctions.

What is this personal data used for?

I agree to the Privacy Policy

[Submit and Check Out »](#)

You'll then get a membership confirmation page. If you are paying by bank transfer this will tell you that payment is still pending and you must **REMEMBER** to make the payment into the Society account – the website **DOES NOT** do this for you – you must go to your banking system to make payment

Membership Confirmation

Thank you for your membership to Society of Indexers. Your Professional membership is now active.

Below are details about your membership account and a receipt for your initial membership invoice. A welcome email with a copy of your initial membership invoice has been sent to [REDACTED] com.

Please pay directly into the Society of Indexers account and quote your surname and invoice number when making payment.

Invoice #DF [REDACTED] on 5th December 2019

- **Account:** Ruth Ellis [REDACTED]
- **Membership Level:** Professional
- **Membership Expires:** 30th January 2021
- **Discount Code:** [REDACTED]
- **Membership pending.** We are still waiting for payment for [your latest invoice](#).

 [Print](#)

Billing Address

Ruth Ellis
[REDACTED]

Check Total Billed

£ [REDACTED]

[View Your Membership Account →](#)

You will also receive an email headed 'Your membership confirmation for Society of Indexers'

If you are paying by bank transfer this will also remind you to make the payment.

Once payment has been received and the office has checked that it has arrived in the Society bank account you will get a follow up email headed 'INVOICE for Society of Indexers membership'