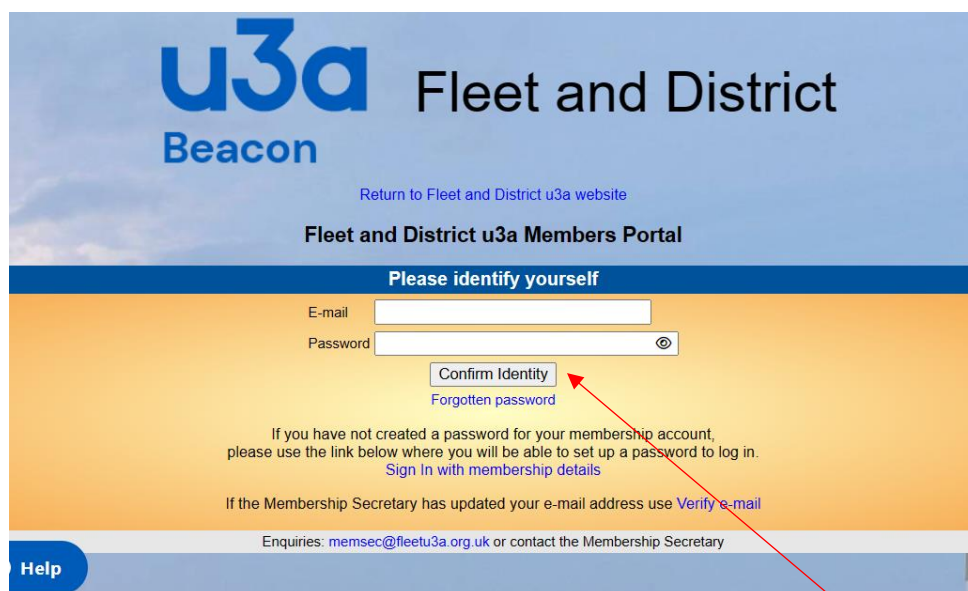


Fleet U3A - How to Renew your Membership Online

If you have not yet registered for a Beacon Portal login you must do that first, please see the section on our website '[How to register for the Beacon Portal to do online renewal and updating](#)'. When you have registered and confirmed your email address, please come back here to renew your membership.

STEP 1 - Login with Email and Password



Enter your registered email address and the password you created, then click on '**Confirm Identity**'.

STEP 2 – RENEW YOUR MEMBERSHIP

Once logged into Beacon you can 'Renew your Membership'. Please note that if you are both UK taxpayers then it is very financially beneficial to Fleet U3A if you and your partner **renew your membership separately**. This is because we can only claim Gift Aid for each individual who renews, under HMRC rules we cannot claim Gift Aid for another member if you renew on their behalf.

Remember a partner can Sign in to Beacon with their own details and renew their membership separately. This is true even if they share an email address. Please see the video <https://www.youtube.com/watch?v=hyL8kayX5hA> on how this works if you share an email address.

Please help to keep our membership fees down by ticking on the box to allow Fleet U3A to claim Gift Aid on your subscription if you are an eligible UK taxpayer.

Fleet U3A - How to Renew your Membership Online

This page is purely for information and lets you know how much your subscription for the coming academic year will be.

If you wish to go ahead, just press the 'Make Payment' button

The screenshot shows the 'Payment' section of the membership renewal page. At the top, there is a blue header with the text 'Fleet and District U3A Membership Renewal'. Below this, a blue bar contains an information icon and the text: 'If you wish to change your class of membership, you cannot renew on-line. Please contact the membership secretary'. The main content area has a yellow background and displays 'Your membership class is Individual' and 'Renewal fee is £14.00'. There is a checkbox labeled 'Tick if you pay UK tax and wish U3A to claim Gift Aid on your subscription (if applicable)'. Below this, it says 'Amount to pay: £14.00'. A blue button labeled 'Make Payment' is visible. At the bottom, there is a small blue bar with the text 'elp' and 'payment, you should receive an e-mail from PayPal as a receipt and an e-mail from Fleet and District U3A to confirm renewal'.

This is the confirmation page.

Press the 'Continue to PayPal to complete payment' button

NB : PayPal is the banking facility Fleet u3a uses to collect your money. You do not need a Paypal account, you can use the 'Guest' facility on the Paypal website and use your debit/credit card

The screenshot shows the confirmation page for the membership renewal. It features the 'u3a Beacon' logo on the left and 'Fleet and District' on the right. Below this, it says 'U3A Membership Renewal'. A blue bar contains the text 'Continue with payment'. The main content area has a yellow background and displays 'You are about to pay £14.00'. A blue button labeled 'Continue to PayPal to complete payment' is visible. At the bottom, there is a small blue bar with the text 'elp' and 'payment, you should receive an e-mail from PayPal as a receipt and an e-mail from Fleet and District U3A to confirm renewal'.

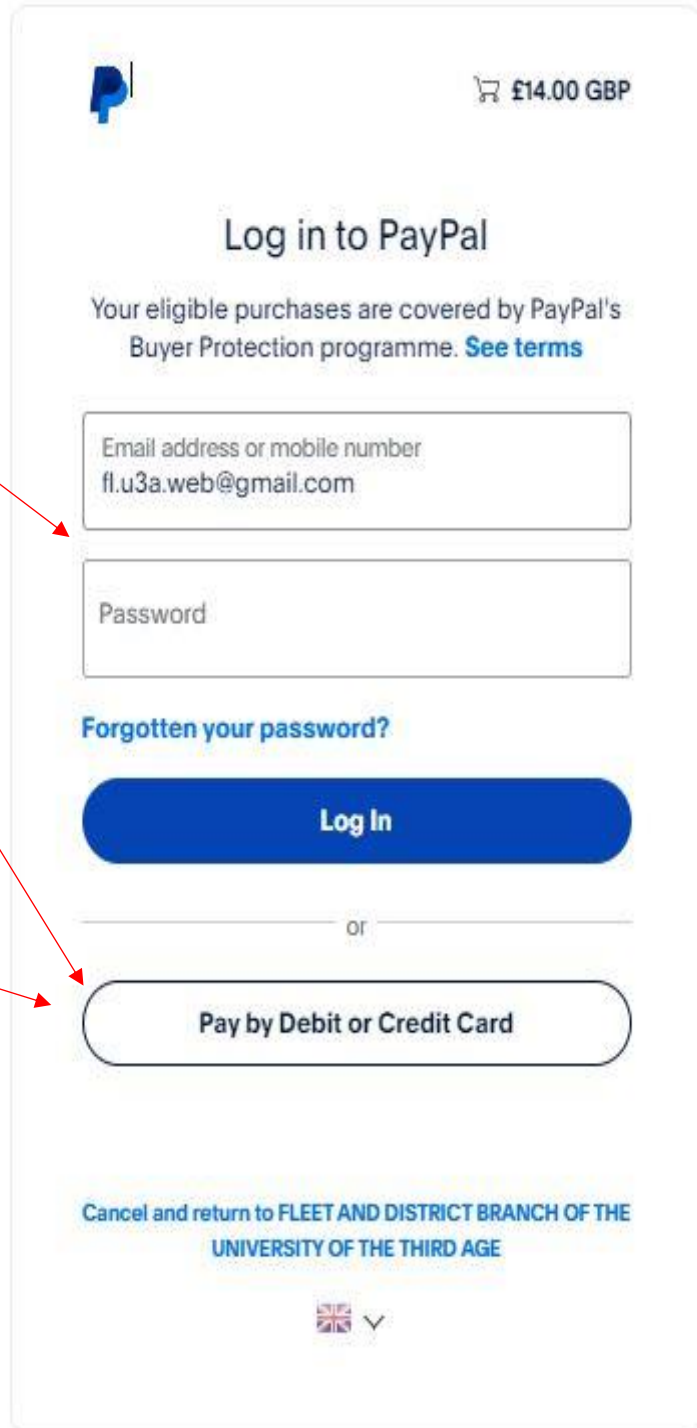
Fleet U3A - How to Renew your Membership Online

STEP 3 – MAKE A PAYMENT

Ignore the Paypal login section on this page unless you want to use an existing Paypal account to pay, if you happen to have one.

Go straight to the Pay by Debit or Credit Card box

You do not need to have a PayPal account, and one will not be created when you click on the 'Pay by Credit or Debit Card' box.



The screenshot shows the PayPal login interface. At the top left is the PayPal logo, and at the top right is a shopping cart icon with the text "£14.00 GBP". The main heading is "Log in to PayPal". Below this, it states "Your eligible purchases are covered by PayPal's Buyer Protection programme. [See terms](#)". There are two input fields: "Email address or mobile number" containing "fl.u3a.web@gmail.com" and "Password". A link "Forgotten your password?" is below the password field. A blue "Log In" button is present. Below the button is a horizontal line with "or" in the center. Underneath is a button labeled "Pay by Debit or Credit Card". At the bottom, there is a link "Cancel and return to FLEET AND DISTRICT BRANCH OF THE UNIVERSITY OF THE THIRD AGE" and a small flag icon with a dropdown arrow.

Fleet U3A - How to Renew your Membership Online

Pay with debit or credit card

Your financial details won't be shared with the seller.

Enter your

- email address
- phone number,
- card number
- expiry date
- 3 digit security code (from back of card)
- name and address

Country/region
United Kingdom

Email address

Phone type
Mobile

Phone number
+44



Card number

Expiry date

Security code

Billing address

First name

Last name

Address line 1

Address line 2 (optional)

Town/City

County (optional)

Postcode

Save information & create your PayPal account

Pay now as guest

IGNORE THIS LINE (OR UNTICK THE BOX IF PRE-TICKED). YOU DO NOT NEED TO SAVE INFORMATION OR CREATE A PAYPAL ACCOUNT JUST CLICK ON 'PAY NOW AS GUEST'

You will then see a Paypal screen that shows you have paid and you will get an email from Paypal confirming payment.

You are now finished renewing. You will get an email from Paypal confirming payment

Fleet U3A - How to Renew your Membership Online

**YOU WILL RECEIVE BY EMAIL AN ELECTRONIC COPY OF YOUR MEMBERSHIP CARD AS AN ATTACHMENT
IN THE SAME EMAIL AS THE U3A RECEIPT FOR YOUR RENEWAL PAYMENT**

**A PRINTED MEMBERSHIP CARD WILL BE SENT TO YOU AT A LATER DATE
TOGETHER WITH YOUR FLEET U3A PROGRAMME**

**PLEASE NOTE THAT WE ARE BULK EMAILING PROGRAMMES AND MEMBERSHIP CARDS THIS YEAR AND
THEY WILL BOTH BE POSTED OUT IN MID-JULY**