

Simple membership for your members

Preparing your membership campaign

Before opening memberships for the season, sort out these points with your committee. Your members will join in two minutes.

The key steps

1

Rates

2

The form

3

Spreading the word

4

Follow-up

1 Rates and duration

- Choose the duration: from sign-up, fixed dates (season), or no limit.
- Decide whether sign-ups must be approved before payment.

Rate	For whom	Example
Full	Adult	€30
Reduced	Student, jobseeker	€15
Family	One household	€50
Supporter	Those who want to give more	€60 or pay what you want

2 The form

- ☐ Only useful information (a GDPR requirement)
- ☐ Documents to provide: medical certificate, parental consent...
- ☐ A clear description: what the membership includes, its benefits
- ☐ An image: a photo of the club, the team, the activities

3 Spreading the word

- Share the membership link by email and WhatsApp with last year's members.
- Print a QR code for your local organisations fair and your premises.
- Add the membership to your Donoor web page.

4 Follow-up

- ☐ Handle requests in “To process” every week

- ☐ Approve cash payments with “I’ve been paid”

- ☐ Check cards at the door with the app

- ☐ Let the automatic reminders go out (D-30, D-15, D-7)

Key takeaways

- ✓ A short form gets filled in to the end.
- ✓ Reminders before expiry are automatic.
- ✓ For a new season, duplicate the membership rather than recreating it.

Find the full course, with videos and step-by-step instructions, at donoor.org/en/formations/adhesion