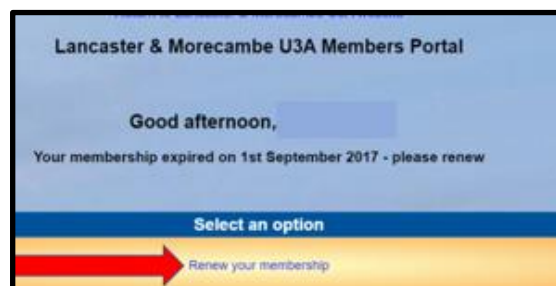
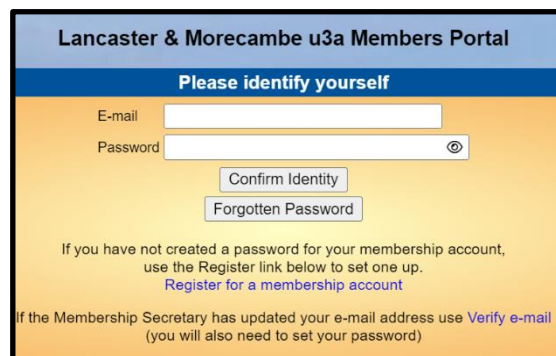


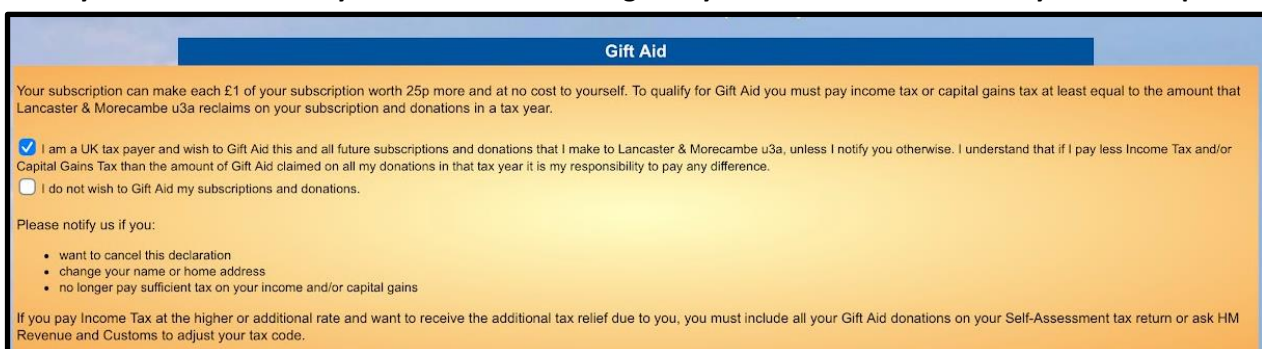
# Lancaster & Morecambe u3a Renewing your membership on-line 2024/5

You can securely renew your membership on-line by Credit/Debit card or through your PayPal account. This saves much volunteer time and effort.

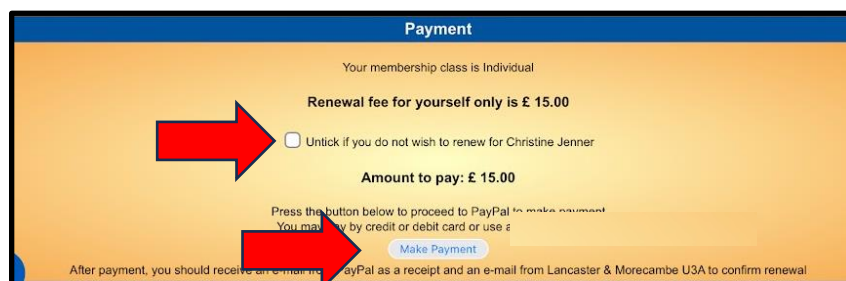
1. Go to the “Members Portal” either from the link here [Portal link](#) or the [Membership Renewal](#) page on our website. (Note if you have not previously created a password for Members Portal access, then click “Register for a membership account”. Enter your details and create a password. You will receive a confirmation email. Click on the link in this email).
2. Enter your email address and Password.
3. Click “Confirm Identity”
4. Click “Renew your membership”



5. Tick to confirm if you are a UK taxpayer and would like the u3a to claim tax back on your subscription. This is at no cost to yourself. Alternatively tick the box confirming that you do not wish to Gift Aid your subscription.



6. Tick if paying for two members at the same address.  
A tick box appears only when members are registered with us at the same address. They may be renewed at the same time but Gift Aid will only apply to the member making this renewal payment.



7. Click “Make Payment”
8. Click to “Continue to PayPal to complete payment” (Note that you do not need a PayPal account)



9. You can pay through an existing personal PayPal account or alternatively with a Credit or Debit Card.

You **DO NOT** need to open a new PayPal account.

10. If PayPal recognises that you have an existing personal PayPal account, you will simply be asked if you want to pay through this account or by Credit/Debit card and can complete the transaction by confirming your PayPal user id and password. Complete the transaction in the usual way and proceed as shown in 12 below

If you have a PayPal account, enter your account details here



Then click Next



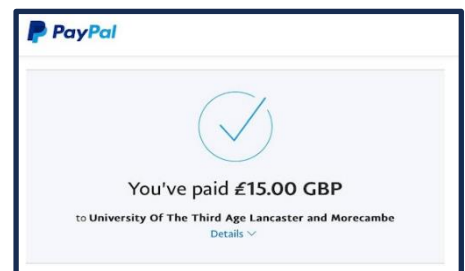
Alternatively, To pay by Debit or Credit Card click here



11. If you do not have a PayPal account or prefer to pay by Credit/Debit card you can opt to check out as a GUEST and continue as in 13, 14, 15, 16, 17

## 12. IF PAYING THROUGH YOUR PAYPAL ACCOUNT

PayPal will redirect to your PayPal log on screen where you can log into your account and complete the payment in the usual way. Remember to "Complete Purchase" and "Return to Seller"



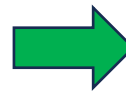
## 13. IF PAYING BY CREDIT OR DEBIT CARD

If Paying by Credit or Debit Card you will see this screen to Check out as a Guest.

14. Enter your email address. And click Continue to Payment



15. When paying with your Credit/Debit Card, fill in your card details, mobile phone number and email address. This is used for sending you a receipt.



Pay with debit or credit card

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

Country/region  
United Kingdom

Email address

Phone type  
Mobile

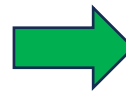
Phone number  
+44

Card number

Expiry date

Security code

16. Enter the Billing Address associated with your Debit/Credit card. This is so you can be contacted if there is a problem with your transaction.



Billing address

First name

Last name

Address line 1

Address line 2 (optional)

Town/City

County (optional)

Postcode

Save information & create your PayPal account

**IMPORTANT** If you do not want a new PayPal account but acknowledge the Terms and Conditions UNTICK



**IMPORTANT** Shown here as unticked (PayPal account not required)



Save information & create your PayPal account

You acknowledge the terms of the service PayPal provides to the seller, and the Privacy Statement. No PayPal account required.

We'll pre-authorise up to £15.00 GBP on your card, then send you back to the seller to complete your purchase. If you don't complete it or the purchase amount changes, any pending pre-authorisations usually drop off within 1 working day.

Pay now as guest

17. Click Pay now as a Guest



18. You will receive a Confirmation of Payment - Click Return to Seller



19. You will receive 2 automated emails confirming your subscription renewal together with a membership card

- Confirmation of payment from PayPal
- A confirmation from Lancaster and Morecambe u3a with your membership card attached. If the page appears to be blank then scroll down to reveal the card which is at the top of the page.

