The Camping and Caravanning Club

Greenfields House, Westwood Way, Coventry CV4 8JH

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Subject:	Regions, DAs and Sections claiming commission for member recruitment on Temporary Holiday Sites
То:	As listed below
From:	Marketing and Communications Director
Direct Line No:	024 7647 5230

Since March 2008, Regions, District Associations and Special Interest Sections have been able to claim commission on all new member recruitment. A revised process for these claims is as follows:

Commission

From 01 March 2018, Club Units may claim commission for every new member successfully recruited. A payment of £5 commission will be made for each new recruit.

Commission payments are made quarterly. If Club Units have recruited new members during the quarter, a letter will be sent to the Unit Secretary confirming the volume of recruits and the amount of commission that will be paid directly into the Club Unit bank account.

Procedure

In order to register for claiming commission, Club Units should contact the Communications & Events team via email on: <u>dealers@thefriendlyclub.co.uk</u>

Club Units will be issued with a unique four-digit code, which will be sent to the Unit Secretary. Any recruitment form used must have this unique number clearly displayed in the correct box.

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To National Councillors

To Region Secretaries

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To Section National Secretaries

To District Association Secretaries

To Section Area Secretaries

In the Free Campsite and Membership Guides, the number should be put in the white box on the Membership Form - Reply Section. This code is the only way we can track recruitment, so it needs to be clearly visible. Please return the completed forms back to Club Headquarters.

When forms have been received at Headquarters, they will be registered to the unique code. This will then be captured at the end of each quarter and a letter sent to the Club Unit Secretary, confirming how many new members have been recruited and the amount of commission that will be paid directly into the Club Unit bank account.

New members may also join by calling the Membership Department on 024 7647 5442. At the time of joining, they should quote the Club Unit's unique four-digit code.

Club Units are reminded that all campers must be existing Club members to be eligible to camp at a Region, District Association or Section Meet.

August 2018