

## **Membership Terms and Conditions 2022**

### **Introduction**

Indigo U3A Inc is a voluntary not-for-profit organisation. Its members are retired or semi-retired. Indigo U3A depends on the work of its volunteer tutors and organisers.

### **Purpose**

The purpose of this policy is to set out the Terms and Conditions for membership of Indigo U3A Inc.

### **Policy**

When a member pays the required membership subscription, they become a member of Indigo U3A and must abide by the Terms and Conditions listed below.

1. Treat fellow members with respect and courtesy at all times.
2. Always act in the best interests of the U3A and never do anything to bring the U3A into disrepute.
3. Advise the Secretary of any changes in your personal details.
4. Indigo U3A's usual method of communication with members is email. Indigo U3A will use member email addresses to keep members informed about classes, and activities, and U3A community news.
5. Indigo U3A may provide members with links to other websites. This may be done to inform members and does not imply that Indigo U3A necessarily endorses all the content of an external website.
6. Indigo U3A may use photographs and/or videos of members for advertising and/or publicity purposes. If members do not want their images to be used by Indigo U3A please make this known at the time the photo or video is taken.
7. Some classes and activities may attract an additional charge to cover extra costs or outlays. This will usually be stated in the course outline on the website.
8. Due to the popularity of some classes if a member fails to attend three (3) consecutive classes without a valid reason their place may be offered to someone on the waiting list.
9. If a member is going to be absent for more than three (3) consecutive course times they must notify the course leader or the office to maintain their place in the class.
10. Refunds of membership subscriptions and/or payment of trips and events may be available if a member's circumstances have changed.
11. Any data collected for Indigo U3A will be used and stored in accordance with Indigo U3A's Privacy Policy.
12. Indigo U3A requires its members to follow public health advice and its COVID-19 Policy.
13. Members must abide by the terms and conditions of the rules under which we operation, ie Model Rules for Incorporated Bodies developed by Consumer Affairs Victoria.

### **Authorisation**

This Policy was approved by the Committee of Management of Indigo U3A Inc. on 8 September 2022.