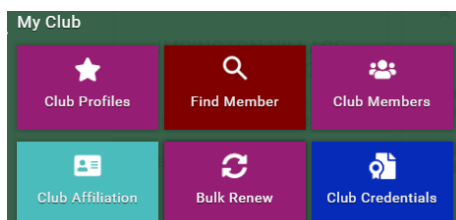
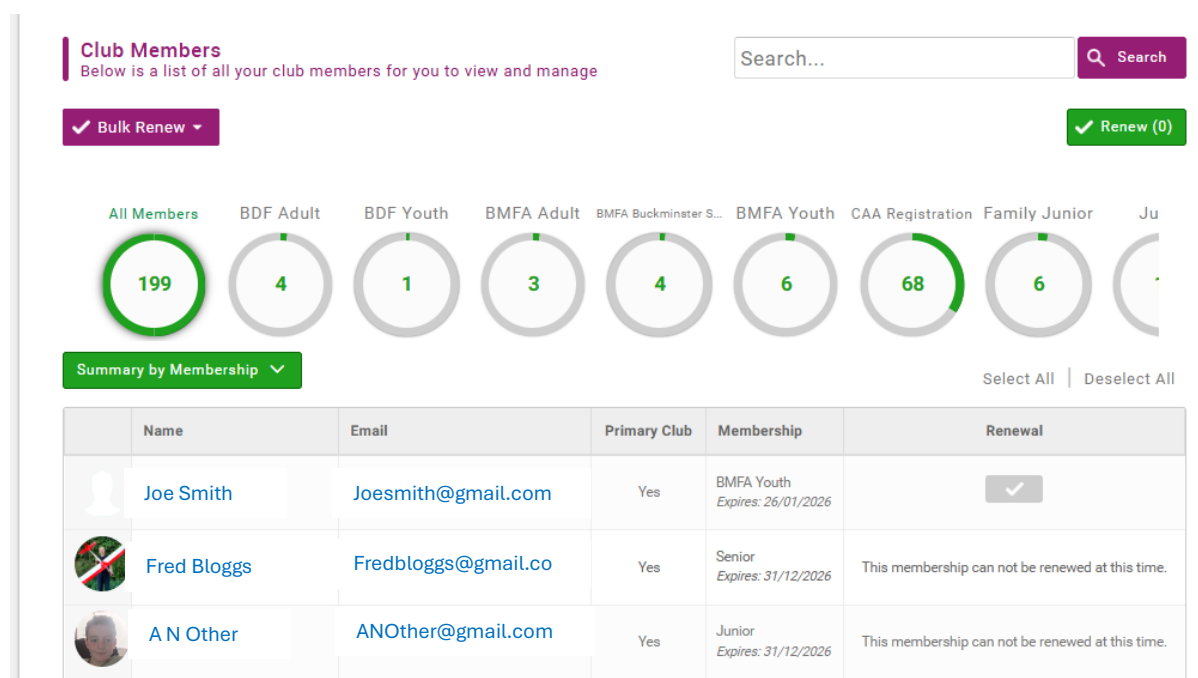


How to check if club members have renewed their BMFA membership

1. First log on to the BMFA JustGo portal at <https://bmfa.justgo.com/>
2. Navigate to "My Club" and Click "Bulk Renew"



3. You will see a screen like this showing "All Members". Scroll through to see any with a tick in the right hand column. These are members who have not renewed BMFA, CAA or any other memberships. You can then chase them up as necessary.



Club Members
Below is a list of all your club members for you to view and manage

Search...

Summary by Membership

Membership	Count
All Members	199
BDF Adult	4
BDF Youth	1
BMFA Adult	3
BMFA Buckminster S...	4
BMFA Youth	6
CAA Registration	68
Family Junior	6
Ju	...

Select All | Deselect All

Name	Email	Primary Club	Membership	Renewal
Joe Smith	Joessmith@gmail.com	Yes	BMFA Youth Expires: 26/01/2026	☒
Fred Bloggs	Fredbloggs@gmail.co	Yes	Senior Expires: 31/12/2026	This membership can not be renewed at this time.
A N Other	ANOther@gmail.com	Yes	Junior Expires: 31/12/2026	This membership can not be renewed at this time.

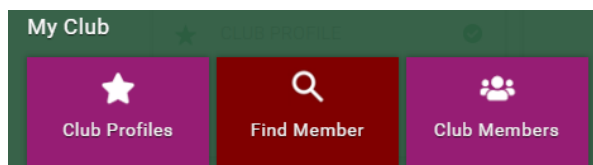
Sometimes a member may have changed membership – e.g. from a Junior to a Senior and this method will allow you to see the new membership as well as the expired one so you don't assume the member hasn't renewed. Other methods sometimes show the expired memberships without showing you that they have renewed in another category.

Alternative method 1

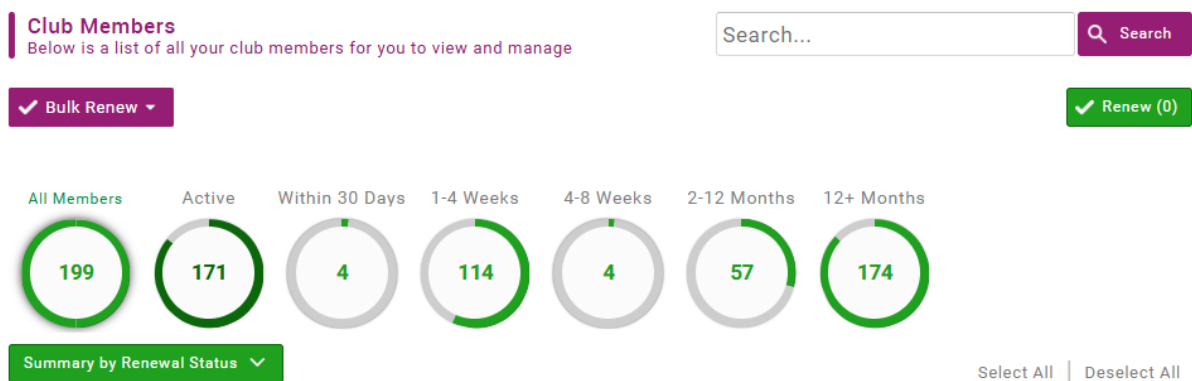
This has some inconsistencies. It can show members have lapsed when they have taken out an alternative membership – e.g. Junior as opposed to Family Junior etc.

First log on to the BMFA JustGo portal at <https://bmfa.justgo.com/>

1. Navigate to “My Club – Club Members”



2. Select “Bulk Renew” and “Summary by Renewal Status”



3. Then select the appropriate selection – this is what they mean.
 - a. Within 30 Days – membership WILL expire in the NEXT 30 days
 - b. 1-4 Weeks – membership that HAS expired in the LAST 4 weeks
 - c. 4-8 Weeks – membership that HAS expired 4 to 8 weeks ago
 - d. 2-12 Months – membership that HAS expired 2 to 12 months ago
4. Note that the results show BMFA, CAA and any other relevant membership categories. This is what results from the 1-4 Weeks looks like. If a membership has expired there will be a tick in the “Renewal” column. You can then chase these members to renew.

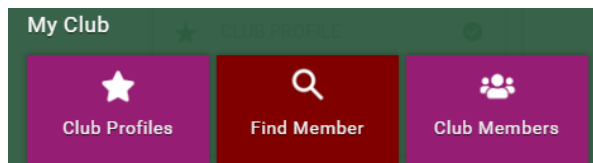
	Name	Email	Primary Club	Membership	Renewal
	Joe Smith	joesmith@gmail.com	Yes	Senior Expired: 31/12/2025	☒
	Fred Bloggs	FredBloggs@gmail.com	Yes	Senior Expired: 31/12/2025	☒
	A N Other	ANOther@gmail.com	Yes	Family Junior Expired: 31/12/2025	☒

Alternative method 2

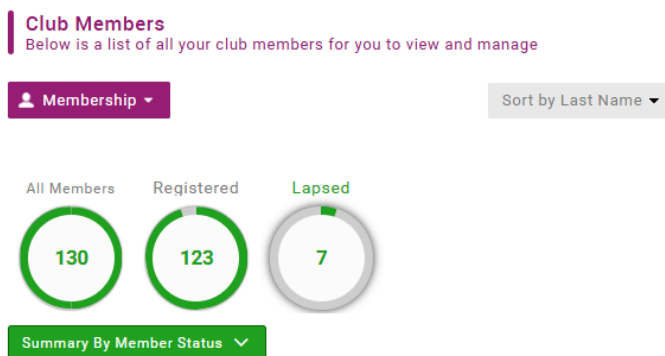
The method below is simpler, but there are bugs as it does not show members whose BMFA membership has lapsed if their CAA membership is valid. Once this is fixed, this method is easier!

Log onto the BMFA Justgo portal at <https://bmfa.justgo.com/>

5. Navigate to "My Club – Club Members"



6. Then click on "Summary by Member Status" and "Lapsed" as shown below



7. This will then show the club members whose BMFA subs have expired with a red dot as shown below.

	Joe Smith joesmith@gmail.com		● BMFA Membership CAA Registration
	Fred Bloggs fredbloggs@gmail.com		● BMFA Membership Junior