

**THE GOVERNING COUNCIL OF THE CAT FANCY**  
**CLUB'S MEMBERSHIP ANNUAL RETURN FORM for 2018**

**NAME OF CLUB:**

**GCCF CLUB MEMBERSHIP FEE : 30p per voting member                      DELEGATE FEE : £35 per delegate**

NB: Club membership fees are not payable for Junior, Honorary and/or any other members who do not have voting rights

**GCCF CLUB MEMBERSHIP WHICH HAS LESS THAN 50 MEMBERS: Fixed Amount : £15**

**PROVISIONAL GCCF MEMBERSHIP FEE : £10 Flat rate**

**PLEASE RETURN TO: GCCF Office, 5 King's Castle Business Park, The Drove, Bridgwater TA6 4AG**

Fill in ONLY ONE of these rows		Quantity		Amount
Either: For Clubs with AT LEAST 50 members	Membership Fees :		Voting members @ 0.30	
Or: For Clubs with LESS THAN 50 members			Flat Rate £15.00	
	Delegate Fees :		Delegates @ £35.00	
			<b>TOTAL AMOUNT</b>	
Or: PROVISIONAL MEMBERSHIP CLUBS			Flat Rate	£10.00

Use Cheque / BACS / Card payment and indicate which you have used.

**INFORMATION MUST BE RECEIVED IN THE GCCF OFFICE BEFORE 1<sup>ST</sup> MAY 2019**

MEMBERSHIP REPORT OF 2017 Type of Membership	No. Paid	Subscription Rate	Amount as shown in Club A/C	VOTING MEMBERS	
Single memberships (UK) (1 person may vote)				No of singles paid x1	
Joint Memberships (UK) (2 persons may vote)				No of joint paid x2	
Senior citizen single memberships (1 vote)				No of singles paid x1	
Senior citizen joint Memberships (2 votes)				No of joint paid x2	
New Life / Long term single memberships (1 vote)				No of singles paid x1	
New Life / Long term Joint Memberships (2 votes)				No of joint paid x2	
Existing life/long term single memberships(1 vote)				No of singles paid x1	
Existing life/long term joint memberships (2 votes)				No of joint paid x2	
Single memberships paid in previous years (1 vote)				No of singles paid x1	
Joint memberships paid in previous years (2 votes)				No of joint paid x2	
Other voting members					
Single overseas memberships paid (1 vote)				No of singles paid x1	
Joint overseas memberships paid (2 votes)				No of joint paid x2	
Fees paid in advance as shown in accounts					
Junior & Honorary Memberships (no vote)					
<b>TOTAL SUBSCRIPTIONS as shown in the Club's accounts</b>					
<b>TOTAL VOTING MEMBERS IN ALL CATEGORIES</b>					

**Account's examiner's confirmation of membership figures :**

Signed Name (in block capitals) ..... Address.....  
 (if necessary if different from accounts paperwork)



## Notes for Annual Returns

1. Club Returns come due on the 1<sup>st</sup> January each year but all paperwork should reach the office before 1<sup>st</sup> May that year. If that is not possible due to circumstances beyond the Club's control please contact the office as soon as possible explaining the reasons for delay as we may be able to help.
2. Failure to provide a return without sufficient explanation by the 1<sup>st</sup> May deadline could incur a penalty.
3. **Provided** they have been **examined**, the **accounts do not** have to be **approved at the Club's AGM before submission** to GCCF.
4. A revised set may be submitted later if amended by the Club's AGM.
5. Ensure that the name and address of the independent person examining the club's accounts is clearly shown on the account.
6. Ensure the **Examiner** in 4 above **signs the Club Return membership breakdown form and the Independent Examiners Declaration** before it is returned to the GCCF Office.
7. One of the most common reasons for the return of annual accounts for more information is because it is not possible to reconcile the membership numbers with subscriptions paid. Please use the form on the reverse of this note to show the breakdown of the membership returns for the year. The total amount of monies received should be the same as the amount shown on the audited accounts. It is very important to include the subscription rates for the club; also make sure that when joint membership figures are entered, they give the total number of members and the fee for the joint membership - frequently the figures given apply to pairs of members rather than single members.
8. If your Club holds a show, either on its own or jointly with another club(s), you are reminded that the profit or deficit (or your Club's share of it) forms part of the Club Balance Sheet for the year in question and a copy of the full show account should be included with your Club accounts.
9. Honorary and Junior members do not have voting rights.
- 10. DELEGATE INFORMATION**
  - a. 50 or more voting members entitles a SPECIALIST or BREED CLUB to 1 delegate
  - b. 100 or more voting members entitles an AREA CLUB to 1 delegate
  - c. 200 or more voting members entitles a club to 2 delegates
  - d. 500 or more voting members entitles a club to 3 delegates
  - e. Honorary and Junior members do not have voting rights
  - f. Council reserves the right to grant representation different to the above in special circumstances at their sole discretion upon application in writing to the Board of Directors.
11. The GCCF Finance Committee recommend that financial documents, including those related to shows, should be kept at least until the accounts have been examined and approved at the club's AGM and preferably for six years.
- 12. NEW January 2018:** For Full Member Clubs of less than 50 members, the requirement to become a club, shall be subject to a minimum fee of 50 members x current membership rate per member. At the time of enactment of this ruling (2017) this was 50 x 30p = £15.00.