

## Subscription fees (Subs)

As October 2023 our Subs are set at the monthly fee of **£13:00**, requested on **1<sup>st</sup> of each month**.

### Where does it go? What does the fee pay for?

Fees help to pay for the running of the Group. This includes the cost of renting the school hall, evenings out at Tedbury campsite, buying and maintaining group equipment and well as paying for equipment insurance.

### How do I pay?

All payments should be made via Online Scout Manager (OSM). The system will automatically send you an email Informing you when the monthly fee is due. Please note the date in OSM is the date on which the system requests payment & it may be a few days later before payment shows on your bank statement.

The system operates in two modes:

- Subscription (Easiest method) - your Direct Debit will automatically be debited when there are payments needed for your child.
- Pay Now - you have to approve each payment by logging into OSM.

Whether or not you choose to authorise each payment individually, or subscribe to Direct Debt, you will be emailed each time a payment is due and you'll be able to cancel it if you want. All payments are protected by the Direct Debit Guarantee.



Out of the Fees we also have to pay a Capitation Fee to the Scout Association. Capitation covers the cost of running the Scout Association and includes such things as Insurance, Leader Training etc.

The fees also cover badges, games equipment and any items we have to buy to run our weekly programme.

If you have any questions, please speak with one of the leaders.

Click 'Create Subscription' or 'Pay Now', and then 'Open GoCardless in new window' and securely enter your bank details.

- If you used the 'Create Subscription' button, you won't have to do anything again for future payments for the item you have created a subscription for.
- If you had clicked a 'Pay Now' button, the payment will have been taken, and you'll need to login in the future to pay for other items.

In either case, you can cancel the direct debit by clicking 'Cancel Direct Debit'.

There is further guidance available in the help videos within OSM, or speak with one of the leaders.

## Gift Aid

5<sup>th</sup> Frome Scout Group can reclaim the tax on your membership fee payments, **at no cost to you**, via the Gift Aid scheme.

Please log on to OSM Parent Portal and make your Gift Aid declaration now.