

1. How do I cancel my Auto Renewal?

1. Log into your account in our Members' Portal
2. Click '**View Profile**' on your dashboard
3. Select **Memberships** from the menu
4. Click the three stacked dots to the right of your membership line (underneath **Actions**)
5. Select '**Cancel Auto Renewal**' from the menu
6. Read the pop-up and click '**Ok**' if you want to cancel the auto renewal
7. The auto renewal will now be cancelled, and no further payments will be taken

2. Which County should I select?

If you are a member of a club, this should be the county that your primary club is affiliated with. If you're not sure which one you need to select, your club's committee will be able to tell you.

If you're not a member of a club, you should select the county organisation that is local to your address. If you do not select a valid County, we will add your local County Archery Association to your membership and send you a revised confirmation email.

3. How do I join the County Archery Association that's on my membership?

If you live in Northern Ireland, your County and Regional fees are included in the membership renewal fee that you pay at checkout. You do not need to take any other action.

If you are member of a club, your club's committee will most likely collect your County and Regional fees from you and deal with this on your behalf. Please check with your club and they will let you know if there is anything you need to do.

If your primary club is Archery GB, you are responsible for contacting your County Secretary and making the arrangements to pay your County and Region fees. This is a condition of your membership and failure to pay may result in the suspension of your membership.

4. Which membership type do I need?

- Senior is for archers aged 21 and over
- Under 21 is for archers who are 20 years old or younger
- Disabled is for disabled archers of any age

5. If I'm not a member of a club, what will I need to put in the Club Info section?

You will need to select Archery GB from the dropdown menu and mark us as your primary club.

6. I'm a member of more than one club, so which one do I need to select as my primary club?

If you take part in tournaments, the club that you want to represent will need to be selected as your primary club. This is particularly important if you participate in national competitions, as it will be your primary club that is recorded against your name at those events.

7. Can I change my primary club if I move clubs?

No, you cannot usually change your primary club during your membership period. If you are thinking about doing this, please email membership@archerygb.org and we will discuss this with you first.

8. When will I receive a membership confirmation email and e-card?

If you have processed your own renewal, you will normally receive this as soon as you have gone through the checkout and your payment has been successful.

If your membership type has changed from last year, you will receive the confirmation email and e-card on 1 October, as your current membership must first expire before your membership can renew onto the new type.

If your club has processed your renewal, you will receive the confirmation email and e-card as soon as we have received payment from them.

9. Why does my membership status says Pre-Paid?

This happens when your membership type is changing (e.g. you are currently on an Under 21 membership but are moving to a Senior membership). Your current membership has to run its course and on 1 October, it will automatically renew onto the new details.

10. I have a competition coming up, but I haven't received my e-card or plastic card yet, what should I do?

If your club is processing your renewal for you, you can ask them for a signed letter which confirms your name, membership number and that they have received your 2025/26 Archery GB membership fee from you. This proof of payment will be acceptable to tournament organisers.

If you have selected Archery GB as your primary club, please contact us so that we can check your account, make sure everything is in order and arrange a membership confirmation email for you.

11. Will all of my clubs show on my membership card?

No, only your primary club.

12. When will I receive my physical membership card?

If you are opted-in to receiving a physical card, you will normally receive this within 4 weeks of processing your renewal. If we think it will take longer than this, we will let everybody know. If you haven't yet opted-in, you can find [step-by-step instructions on how to do so here](#).

13. I haven't received my membership card because my address wasn't up to date, will you send me another?

You can buy a replacement membership card by following the steps below:

1. Log into your account in our Member's Portal
2. Click '**View Profile**' and make sure that you update and save your address
3. From the menu, click on '**Replacement Membership Card**'
4. Select '**+ Add Replacement Membership Card**'
5. Select '**Replacement Membership Card**' as the card type
6. Click '**Add and Checkout**' to confirm your purchase and pay the fee of £5.00
7. You will normally receive your replacement card in 3 – 4 weeks

14. There is incorrect information on my membership card, will you send me another?

Please contact us and let us know which information is incorrect so that we can look into this.

If we find that we ordered your card in good faith based on the information that was held on your account in our Members' Portal, you will need to buy a replacement membership card.

However, if we find that we made the mistake when we ordered your card, we will arrange a replacement free-of-charge.

Replacements are normally received within 3 – 4 weeks.



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