



MANCHESTER MEDICAL SOCIETY
(Registered Charity No. 222800)

**Application Form for
NON MEDICALLY QUALIFIED PERSONS**

| OFFICE USE ONLY | |
|-----------------|--|
| REF NO | |
| ELECTED | |
| PAYMENT | |
| LIBRARY | |
| REGISTERED | |
| ACKNOWL'D | |
| D/CARD DISK | |
| DATABASE | |
| LISTED | |

FORM OF PROPOSAL FOR FULL MEMBERSHIP

Surname (block capitals).....Prof/Dr/Mr/Mrs/Miss/Ms

Forenames in full (block capitals)

Present Appointment

Based atEmail address

Qualifications and where taken Date of birth / /

Home Address

.....

..... Please tick if you require us to use your home address

I propose this candidate for election as a Full Member (The proposer must be either a Fellow or Full Member of the Society)

Name of Proposer (block capitals)

Address

Signature Date

If accepted as a Full Member I wish to be a member of the following Section(s) (see note below)

.....

Applicant's signature..... **Date**

**When completed this form should be returned to:-
The Administrator, Manchester Medical Society, c/o John Rylands University Library, Oxford Road,
Manchester, M13 9PP (telephone 0161 273 6048).**

Data Processing Policy
Use of membership data MMS membership database is administered in the Society's office in Manchester. The data controller is the MMS. We use the data recorded by members on the membership application for operational purposes. For example, subscription administration, compilation of mailing lists, including electronic lists, to communicate information about MMS meetings. We do not pass personal data to third parties unless they are acting on our behalf eg the John Rylands University Library who issue library cards and keep the Manchester Collection.

Observations made on behalf of the Section to which the Full Member wishes to be elected
.....

SignedPresident/Hon Secretary

Note: The Society has ten Sections: Medicine, Surgery, Pathology, Anaesthesia, Odontology, Primary Care, Paediatrics (known as the Manchester Paediatric Club), Psychiatry, Public Health Medicine and Imaging.

MANCHESTER MEDICAL SOCIETY

(Registered Charity No. 222800)



c/o John Rylands University Library
Oxford Road
Manchester M13 9PP

Telephone: 0161 273 6048
Fax: 0161 272 8046
University Internal: 3765/66/67
e-mail: admin@mms.org.uk
[Http://www.mms.org.uk](http://www.mms.org.uk)

INFORMATION FOR NON MEDICALLY QUALIFIED APPLICANTS FOR FULL MEMBERSHIP

1. PERSONS ELIGIBLE

Individuals, not being eligible for election as Fellows (ie not medical doctors or dentists) who satisfy the Council of the Society as to their qualifications and scientific attainments are eligible for admission as Full Members.

2. SECTIONAL MEMBERSHIP

The Society contains ten Sections: Medicine, Surgery, Pathology, Anaesthesia, Odontology, Primary Care, Paediatrics (known as the Manchester Paediatric Club), Psychiatry, Public Health Forum and Imaging. Full Members may apply for membership of one or more individual Sections. Such Sectional membership confers the additional right of holding office and participating in the management of the particular Section without the payment of extra subscription.

3. MEETINGS

Meetings are held under the aegis of the Society itself and by each of the Sections. All the meetings, irrespective of origin, are open to all Fellows and Full Members of the Society. A provisional list of meetings to be held during the year is published in the Annual Report and in addition a monthly programme is sent to each Fellow. The period covered by the programme is normally from late September to early May.

4. LIBRARY SERVICES

Fellows of the Society are entitled to use the University Library which includes the long-established Medical Library. The modern library of monographs is richly supplemented by a substantial selection of pre – 1800 material and many early printed works (kept in the John Rylands Library in Deansgate). The library subscribes to an extensive range of periodicals and publications of government and international bodies. The unique Manchester collection of books and archives by, and about, Manchester doctors is housed in the main library.

Full Members of the Society are eligible for the issue of a readers' ticket but are not accorded borrowing rights (unless they satisfy the University Librarian that they qualify for the latter on other grounds in accordance with the University Regulations).

The University Library is usually open Monday to Friday from 8.00 am to 11.30 pm and on Saturdays from 9.00 am to 11.30 pm and Sundays from 12.00 pm to 11.30 pm during term-time. During vacations the Library is usually open Monday to Friday from 8.00 am to 9.30 pm and on Saturdays 9.00 am to 9.30 pm. (Fellows of the Society should check their monthly programme card for the latest information). Fellows may borrow up to twenty volumes at a time. Items not kept in the library may be obtained via the Inter-Library Loans Department for a small charge. Self-service photocopying facilities are available at a reasonable cost.

For further information about library services please contact the Medical Librarian on 0161 275 7386.

Continued/.....

5. **CAR PARKING**

Fellows who do not hold a staff permit may use the BOOTH STREET WEST and BOOTH STREET EAST multi-storey car-parks. Both car parks are chargeable.

6. **SUBSCRIPTIONS (from 1.1.2012)**

The annual subscription for Full Membership of the Society is **£33.50** payable by a “variable” direct debit.

7. **PROCEDURE**

The attached proposal form should be signed by either one Fellow or one Full Member of the Society who must have been formally elected. A candidate for admission to Full Membership must indicate on the application form the Section(s) with which he/she would wish to be a Member (See Clause 2). Applicants who have difficulty in identifying a Fellow to support their application should contact the office of the Society. (See address and telephone numbers overleaf).

The completed form should be returned to the office in the John Rylands University Library, Oxford Road, Manchester, M13 9PP. Provided that the application form has been completed satisfactorily, the approval of the President(s) of the Section(s) indicated on the form will be sought. Once this approval has been given provisional election is immediate. Confirmation of election takes place at the first meeting of the Council of the Society following provisional election (usually within six months).

The office is normally open as follows: Monday – Friday 9.00 am – 5.00 pm.

8. **LIBRARY CARDS**

Following provisional approval of your application your details will be forwarded to the John Rylands University Library on Burlington Street. Your reading only library card will be prepared by the library staff and will be available for collection in approximately one week between 10 am and 6.30 pm Monday – Friday. The day you collect your library card you will be required to have a computerised photograph taken which will be scanned onto your library card.

There is a facility available for obtaining a temporary pass whilst waiting for your card.

Please note there is a charge of £5.00 for lost cards.



MANCHESTER MEDICAL SOCIETY GIFT AID DECLARATION

Gift Aid declaration: increase the value of your gift, at *no extra cost!*

Simply by completing this form, the Manchester Medical Society can reclaim the tax that you pay on your donations, ***including your subscription****. This will effectively increase the value of your gift by over a quarter - *and it costs you no extra* (UK taxpayers only). *[NB: If you agree to the Society reclaiming the tax on your subscription under Gift Aid, you cannot also claim the subscription as an allowable expense for income tax purposes. However, higher rate tax payers may be able to claim the difference between the standard and higher rate].

I would like the Manchester Medical Society to treat the following as Gift Aid donations (delete as appropriate).

- The enclosed donation of £
- The donation(s) of £..... which I made on / /
- My annual subscription to the Manchester Medical Society*
- All donations I make from the date of this declaration until I notify you otherwise
- All donations I have made since 6 April 2000 and all donations I make from the date of this declaration until I notify you otherwise

Signature Date

GIFT AID NOTICE You should be a UK taxpayer and expect to pay at least as much income tax and/or capital gains tax this year as the Manchester Medical Society (MMS) will reclaim on your donation. If future circumstances change and you no longer pay tax on your income and/or capital gains equal to the tax that the MMS reclaims, you can cancel the declaration. If you pay tax at the higher rate, you can claim further tax relief in your self-assessment tax return. Contact your local tax office for leaflet IR113 for further information.

Please complete the following details (in BLOCK CAPITALS please)

Title (Prof, Dr, Mr, Mrs, Miss, Ms or title) First name

Family name

Address

Postcode

Telephone

Manchester Medical Society

C/o John Rylands University Library, Oxford Road, Manchester, M13 9PP

E-mail: admin@mms.org.uk Tel: 0161 273 6048 Fax: 0161 272 8046

Web : www.mms.org.uk

Registered charity No 222800

MANCHESTER MEDICAL SOCIETY



Please fill in the whole form (except for the Reference Number which will be notified to you later) and send it to:-

**Manchester Medical Society
C/o John Rylands University Library
Oxford Road
Manchester M13 9PP**

Instruction to your Bank or Building Society to pay by Direct Debit

Originator's Identification Number

9 5 7 1 4 5

Name (s) of account holder (s)

Reference Number

Account number

Branch Sort Code

Instruction to your Bank or Building Society

Please pay the Manchester Medical Society Direct Debits from the account detailed in this instruction subject to the safeguards assured by the Direct debit Guarantee. I understand that the instruction may remain with the Manchester Medical Society and if so, details will be passed electronically to my Bank/Building Society.

Name and full postal address of your Bank or Building Society

| | |
|----------------------------|---------------|
| To: The Manager Society | Bank/Building |
| Address | |
| | |
| Postcode | |

| |
|--------------|
| Signature(s) |
| _____ |
| _____ |
| Date |

Banks and Building Societies may not accept Direct Debit Instructions for some types of accounts

This guarantee should be detached and retained by the Payer

The Direct Debit Guarantee



- This Guarantee is offered by all Banks and Buildings Societies that take part in the Direct Scheme. The efficiency and security of the scheme is monitored and protected by your own Bank or Building Society.
- If the amounts to be paid or the payment dates change the Manchester Medical Society will notify you twenty-eight working days in advance of your account being debited or as otherwise agreed.
- If an error is made by the Manchester Medical Society or your Bank or building Society, you are guaranteed a full and immediate refund from your branch of the amount paid.
- You can cancel a Direct Debit at any time by writing to your Bank or Building Society. Please also send a copy of your letter to us.