

## Team MK Renewal Instructions

You will be sent a renewal email in good time to allow you to renew your membership before it expires. If you have not received an email then please contact us by email at [membership@teammk.com](mailto:membership@teammk.com)

You do not have to take out a BC (British Cycling) membership to be a Team Milton Keynes member. We share the same user data with BC accounts but the memberships are separate. Everyone who is a member of Team MK will have a BC account and membership number.

You need to login to your BC account to renew your membership, your username will be your BC/Team MK membership number. Please do not renew without login in as this will generate a duplicate account. Your details will be automatically populated on the subscription form if you are correctly logged in.

### Individual Membership Renewal

Start by reading through the following instructions;

1. **Login & Check Details;** You can check your personal details on the BC dashboard [https://www.britishcycling.org.uk/dashboard#my\\_account](https://www.britishcycling.org.uk/dashboard#my_account) login using your **BC number / Username** shown above. These details will be used to populate the renewal subscription form if you are correctly logged in.

If you have any problems, then contact the BC membership team either on 0161 274 2010 or by email: [membership@britishcycling.org.uk](mailto:membership@britishcycling.org.uk)

2. **Renew;** To renew go to <https://www.britishcycling.org.uk/club/profile/1381/team-milton-keynes#join> selecting the appropriate membership. The renewal subscription is the same as the join subscription. Your details should be populated for you, if not; don't add your details but go back and ensure you are logged in correctly.

Please check that **your details** are correct and please enter your **emergency contact** details.

On the **Additional Information** page add your **Triathlon England membership number** if you have one, if not then just leave blank. If you are joining as a **MK Athletic Club** member, then enter your membership number in the MK Athletic Club Membership Number field.

### Family Membership Renewal

You do not need to have a family BC membership to take out a family membership with Team MK. A member of your family can have an individual membership with BC and be part of a family membership with Team MK.

Family members will have a BC membership number which is used by Team MK even if they do not have a BC membership.

Start by reading through the following instructions;

3. **Login & Check Details;** You can check your personal details on the BC dashboard [https://www.britishcycling.org.uk/dashboard#my\\_account](https://www.britishcycling.org.uk/dashboard#my_account) login using your **BC number / Username** shown above for the family lead member. These details will be used to populate the renewal subscription form if you are correctly logged in.

If you have any problems, then contact the BC membership team either on 0161 274 2010 or by email: [membership@britishcycling.org.uk](mailto:membership@britishcycling.org.uk)

4. **Renew;** When you have logged in; To renew go to <https://www.britishcycling.org.uk/club/profile/1381/team-milton-keynes#join> selecting the appropriate membership. The renewal subscription is the same as the join subscription. Your details should be populated for you, if not; don't add your details but go back and ensure you are logged in correctly.

Please check that **your details** are correct and please enter your **emergency contact** details.

To include the additional family members, tick the box '**Is this person a British Cycling Member?**' enter the Membership Number and Surname for each family members (this information will be sent to you in your renewal email) and click the Find Member button, repeating for each family member. **All** family members need adding in this way, even if the family member is not a BC member as they will have a BC membership number which is used by Team MK.

On the **Additional Information** page add any **Triathlon England membership numbers** for each family member if you have any, if not then just leave blank.