

# Is this your last BACDS Mailing? Should it be?

## This could be your last mailing if ...

- Your membership has expired, or you are not a BACDS member
- You have not told us that you want us to keep sending paper mailings

## This should be your last mailing if ...

- You tell us you don't want to send you any more paper
- You pick up your flyers at dances or read/download them from the web site



## Here is what you can do to help us get information to you the way you want it.

(Yes, this is a lot of fine print and niggling details. But people wanted to know. Bear with us)

- **Check your expiration date.** Starting with the *next* mailing (sorry, we missed *this* time), your mailing label will tell you when you need to renew. You can also ask at the sign-in desk at any dance. The dance manager should have a listing of expired memberships.
- **If you need to join or renew your membership,** You can pick up a membership renewal flyer at any dance, or online at [www.bacds.org/membership](http://www.bacds.org/membership). Memberships are good for 12 months from the date you join or renew.
- **You can receive mailings** without becoming a member. Sign up at [www.bacds.org/mailings](http://www.bacds.org/mailings). Your subscription will be good for 12 months. And your mailing label will remind you to renew.
- **If you don't want to receive paper mailings,** you can tell us at [www.bacds.org/mailings](http://www.bacds.org/mailings). We will stop mailing to you until you go back to the same site and tell us you want paper again.
- **You can now get all of our flyers online.** They are posted at [www.bacds.org/mailings](http://www.bacds.org/mailings). You can see them there even if you don't subscribe to "electronic" mailings.
- **If you would like to receive a reminder E-mail** telling you when the flyers are ready, you can sign up at [www.bacds.org/bacds-epub](http://www.bacds.org/bacds-epub). This is the "electronic" mailing option.
- **When you sign up for the electronic reminders,** you will be sent a "confirmation" E-mail message, which allows us to verify that your E-mail address is valid, and that you do, in fact want to receive these notices. You will be added to the **bacds-epub** notification list only *after* you respond to the confirmation message.
- **You can verify, update, or cancel your bacds-epub subscription** by going directly to [www.bacds.org/bacds-epub](http://www.bacds.org/bacds-epub) and following the instructions on that page.
- **If you expect to get electronic reminders and you don't,** it is likely that you either didn't supply a valid E-mail address, or didn't respond to the confirmation E-mail. To correct this, please visit [www.bacds.org/bacds-epub](http://www.bacds.org/bacds-epub) and sign up again.
- **If you checked a box on your membership form** requesting electronic, paper, both, or neither, or signed up for mailings on our "Welcome newcomers" sheet, then one of our volunteers is *supposed* to make sure you get signed up properly for paper or electronic mailings. If you said yes to electronic mailings, you will get the same confirmation message you would get if you had signed up yourself.
- **If you think we didn't get you signed up for what you wanted,** or you want to change what you told us on the membership form, you can always do it yourself at [www.bacds.org/mailings](http://www.bacds.org/mailings) for paper mailings and [www.bacds.org/bacds-epub](http://www.bacds.org/bacds-epub) for electronic notifications.
- **If you need to correct or update your contact information,** you can also do it online by going to [www.bacds.org/mailings](http://www.bacds.org/mailings).
- **If you have any questions or suggestions about any of this,** please E-mail them to [membership@bacds.org](mailto:membership@bacds.org) or use the online form at [www.bacds.org/mailings](http://www.bacds.org/mailings). We will try to respond to your concerns as quickly as we can.
- **If you don't have web access,** you can send your status/address updates, questions, or suggestions to BACDS, PO Box 6147, Albany, CA 94706.

Jens Dill, BACDS President, on behalf of  
the Membership Committee, the Mailing Committee, and the Web Committee