

TONBRIDGE  
*Philharmonic*  
SOCIETY  
[www.tonphil.org.uk](http://www.tonphil.org.uk)

### **Paying your subscription**

We state in our Constitution that the opportunity to join in our music making is open to all who have the appropriate skills. However, we recognise that paying our subscription may not be easy for some people.

Subscriptions to the Society are normally paid in one instalment. On application to the Treasurer, payment in two instalments is acceptable. We make a reduction for those people who are under 18 years old.

We now have an access fund, known as the Morrish Fund in recognition the work of our President and former Music Director. This fund is used to help those for whom the cost of the subscription may be a barrier to taking part, either through temporary or long-term financial constraints.

Any member may make an application for a phasing in payment, or for a reduction in or waiving of the subscription by completing the application form below and contacting one of the following officers of the Society – the Orchestral Chair, The Choral Chair, Treasurer/Membership Secretary, the Chair of the Society or the Deputy Chair of the Society. All information and any discussion of personal circumstances will be confidential, although the details will be shared with the appropriate officers named above. This is to ensure that each application is dealt with equitably and fairly. No other member of the Society will be made aware of any discussion or agreement to reduce or waive subscriptions, and all records will be held by the Treasurer.

Updated October 2018

**Tonbridge Philharmonic Society: The Morrish Fund Application Form and Decision Record**

The following information is to be held **as confidential at all times**, and is gathered only to allow consideration of an application for financial assistance with Society performing-membership subscriptions.

<b>Part 1: to be completed by the applicant</b>		
<b>Applicant/Member's Name</b>		
<b>Short or long-term?</b>		
<b>Request Option</b>	<b>Proposal</b>	<b>Decision</b>
1. Request for reduction in subscription: reason	(Reduction in subscription requested)	
2. Request for waiving of subscription: reason	(Period of waiver requested)	
<b>Signature of applicant:</b>		
<b>Date:</b>		
<b>Part 2: to be completed by the Society Officer</b>		
<b>Discussed and approved/declined:</b>		
<b>Positions/names:</b>		
<b>Date:</b>		
<b>Decision feed back to Applicant by:</b>		
<b>Position/name:</b>		
<b>Date feedback given:</b>		