

Dear ESCV Member,

As the time for membership renewal approaches, I have the following important message.

Since the ESCV came into being in 1997, membership administration has been taken care of by the secretarial services of the past and current treasurers' home institution, i.e. the Rega Institute of the University of Leuven, Belgium. Thus, many ESCV members have become accustomed to the green forms sent to them annually for address updating and membership payment.

I am writing to notify you in advance, that the renewal notice that you will receive this year will come from the new official ESCV Office, i.e. Marlborough House, at Basingstoke Road, Spencers Wood in Reading, UK. The format of the forms and the procedures will be different, though you will still be able to pay your membership fee in EURO. Unlike in the past, the renewal notice will be sent to you by e-mail and you will be asked to renew your subscription online by credit card if possible.

This change in procedure is the result of an agreement between ESCV and the Society for General Microbiology (SGM) (approved by the ESCV Council in Nurnberg) whereby SGM will, for a period of at least two years, provide a defined set of secretarial services to ESCV. The reasons why the ESCV Executive has initiated this agreement have been discussed during the Council meeting. In summary, both ESCV and SGM are Charities under the legal system of England and Wales, and both have Marlborough House as their official address. SGM employs managerial and secretarial staff, possessing expertise in the various aspects of society management (financial and fiscal reporting to legal authorities, data protection, follow-up of membership, asset investment etc.). Thus, through this agreement, ESCV's management can become more professional than in the past, and Executive Officers of ESCV will be able to focus on scientific matters rather than having to worry about administrative problems. Also, regular replacements of Officers, as required by the Society's Constitution, can take place without creating breaks in continuity of administration.

This outsourcing of administrative work will in no way affect the legal or factual independence of our Society.

Your personal information held securely at Marlborough House will be used only for the purposes of

- providing you with the benefits of membership of ESCV, including goods and services ordered,
- billing and subscription renewal,
- listing your name and contact details on the members' area of the ESCV website, unless you have indicated that you do not wish your details to be made available,
- providing you with e-mail alerts about ESCV activities, unless you have indicated that you do not wish to receive them.

Your personal information will not be passed to third parties.

A copy of this letter will also be posted on the ESCV website (escv.org).

I sincerely hope that you will appreciate our efforts to run the Society in an efficient fashion and that you will renew your membership for 2008.

With best regards,

Bruno Lina
President ESCV