



# SCOTTISH BRIDGE UNION



## MASTER POINTS SCHEME

Please complete this form and return to SBU Member Services whenever you wish to submit points:

SBU/MP Number: \_\_\_\_\_

Date: \_\_\_\_\_

Email address: \_\_\_\_\_

Forename: \_\_\_\_\_

Surname: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Postcode: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Points Enclosed: .....>>>>>>

Local ) \_\_\_\_\_

) \_\_\_\_\_

National ) \_\_\_\_\_

Home Club: \_\_\_\_\_

Points can be submitted any time during the year and are valid for three years from the **date of competition/issue**. Promotions are updated on the MEMPAD website [www.mempad.co.uk](http://www.mempad.co.uk) - to request a login please contact Member Services at [masterpoints@sbu.org.uk](mailto:masterpoints@sbu.org.uk).

In case your letter goes astray in the post it is advisable to keep a note of the points enclosed. Please group points together (but don't staple them) as per the following example

e.g.....

15 x 10 =	150
2 x 20 =	40
5 x 30 =	150
1 x 65 =	65

**Total 4 0 5**

Local Points	National Points

Complete this form and send with your certificates to.....  
SBU Dept #16 196 Rose St Edinburgh EH2 4AT

## When sending the form:

- The Royal Mail charges by thickness and size of the envelope. Many items are received with insufficient postage. This incurs a handling fee of £1.00 (now £1.50) plus the underpaid postage and causes considerable delay whilst we go to the local sorting office to recover the envelope.  
If in doubt, please do check at your Post Office before sending.
  - No need for a first class stamp however!
- Please do NOT send correspondence by Recorded Delivery or any other method that requires a signature on receipt, since there is no one to acknowledge receipt; we use a mailbox.
- The address to send your completed form plus certificates is:

**SBU Dep. #16  
196 Rose St  
Edinburgh  
EH2 4AT**

NB. Processing times will vary according to the time of the year and seasonal workload, one week would be quick and four weeks would be long but does happen.

## Master Points

### When completing this form please note the following points.

- We no longer issue MP statements – please register on EMEMPAD to enable you to look at your points status at any time, 24/7 as they say.
- Your Master Point (MP) Number should be quoted. This is the same as your SBU number and is your ID to enable you to access MEMPAD. Please quote your home club (where you pay your SBU subscription).
- The points should be listed as per the example above. They should be grouped together in value order rather than date order. There is no need to detail the certificate number or any certificate details.
- All certificates should be included with the claim form.
- 100 points are equal to 1 master point (shown on MEMPAD as **1.00** MP).
- Points won at Congresses or on bridge holidays are **LOCAL** points unless the word **NATIONAL** is included on the certificate, OR the number of points won is written using red ink.