

GBSA DATABASE

Database Email Validation System

Updated: 05th December 2025

Dear Members,

Over the next few days, GBSA will be introducing a new email validation system to ensure the accuracy and reliability of our communications. As part of this update, you will receive a validation email if you have read a GBSA communication within the past year. This email contains a link that you must click to confirm your email address.

It is **very important** that all members validate their email address. If the link is not clicked, your email will remain unverified, and you will not receive future GBSA communications.

About the New Validation Process

- All email addresses in the membership database must now be validated before they can be used for GBSA communications.
- Members who have received and opened an email from us in the last year will automatically be sent a validation email (Automatic verification emails will be sent over the next three (3) days, 05th, 06th & 07th of December 2025).
- Clicking the link immediately validates your email and activates it for future messages.

If you do not receive the validation email, or if you have not opened a GBSA communication in the last year, your **club administrator** can correct your email, which will trigger a validation email when the profile updates are saved.

New Members & Email Changes

- New members will be sent a validation email when their profile is created by a GBSA admin.
- If a member changes their email address, the club administrator must update the details and save the changes which will trigger a new validation email automatically. The new address will only become active once validated.

For Club Administrators

- A **resend validation email button** is available at the bottom of each member's details screen – this is to be used only if a validation needs to be resent.
- You can use this button to resend validation emails.
- A validation email will be **automatically** sent when the members email is updated and the profile is saved – there is no need to use the resend validation button in this scenario.
- Administrators should ensure each member in their club has a validated email address, so they do not miss important communications.

Please Inform Your Club Members

We ask all clubs to pass this information to their administrators and to let your members know that this validation email is being issued and to encourage them to act on it promptly. You may wish to share:

“GBSA will shortly send an email asking you to validate your email address. Please click the link inside to confirm it so you continue receiving GBSA communications.”

If you have any questions, please contact daniel.withers@gbskateartistic.co.uk.

System Screenshots

An unvalidated email

Details		Disciplines	Clubs	Roles	Tests	Achievements	Renewals	Documents	Messages	Events	Notes
Title:											
Forename:											
Surname:											
Address:											
Town:											
County:											
PostCode:											
Annual Fee:											
Primary Email:	daniel.withers@gbskateartistic.co.uk										
Password:	*****										
Reference:											
Join Date:											
Renewal Date:											
DOB:											
Mobile Tel No:											
Home Tel No:											
Work Tel No:											
Ethnic Origin:											
Gender:											
Member Type:											
Nationality:											

Resent email validation button – Only to be used if an email is lost

Resend Email Verification		Save	Cancel
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A sent validation email

Address:		DOB:	
Town:		Mobile Tel No:	
County:		Home Tel No:	
PostCode:		Work Tel No:	
Annual Fee:		Ethnic Origin:	
Primary Email:	daniel.withers@gbskateartistic.co.uk	Gender:	
Password:	*****	Member Type:	
		Nationality:	

The confirmation screen after validation



Thank you, your email address has been verified!
You may now close this browser window.

A successfully validated email

Address:		DOB:	
Town:		Mobile Tel No:	
County:		Home Tel No:	
PostCode:		Work Tel No:	
Annual Fee:		Ethnic Origin:	
Primary Email:		Gender:	
Password:		Member Type:	
		Nationality:	

Kind regards,
Daniel Withers
GB Skate Artistic