Ledenboek

ASSOCIATION MANAGEMENT



More time for *the club.*

Members, dues, money and activities in one system. Made for boards who do this work alongside their jobs.

ledenboek.nl

Try free for 30 days, no credit card



WHY LEDENBOEK

Boards do this in the evening, *after work.*

The member list sits in Excel with the secretary and the payments sit in the treasurer's banking app. Sign-ups arrive in someone's private mailbox. When somebody steps down, half the knowledge leaves with them.

Ledenboek puts everything in one place the whole board can reach. A payment is linked straight away to the member who made it. A new member signs up through your website and pays in the same step.

And when a new treasurer arrives, they get a login and simply carry on where the last one stopped.

30 *days*

free to try with your own association, no credit card

€ 99

per year for a club of up to 50 members, incl. VAT

4 *languages*

Dutch, English, German and French, for the members too

Everything

is in every plan; you only pay by member count

WHAT IT DOES

Twelve modules, *one member list.*

You switch on what you use and leave the rest off. All modules work with the same data, so a barbecue registration is on the member's record and the payment is in the books.

Member administration
With custom fields per club, and families kept together.

Online sign-up
Through your own link or on your site, with approval and payment.

Member portal
Members keep their own details up to date and see their invoices.

Dues
iDEAL, credit card, direct debit or a one-off payment link.

Bank and bookkeeping
Import statements; the ledger, balance sheet and annual figures follow.

Audit committee
Review and discharge, signed digitally by the committee.

Expense claims
Submit, approve and pay out in one go through the bank.

Events
Register and pay, with a maximum and a waiting list.

Mailings
Newsletters in your house style; bounces and unsubscribes are handled for you.

Meetings
Meetings with the documents attached, and voting.

Spaces and rentals
Gardens, berths and halls on a map, with a waiting list.

Webshop
Sell club clothing and other items to your members.

ALSO · Claude and ChatGPT · Watersportverbond · Embed on your site · Owners' associations · REST API

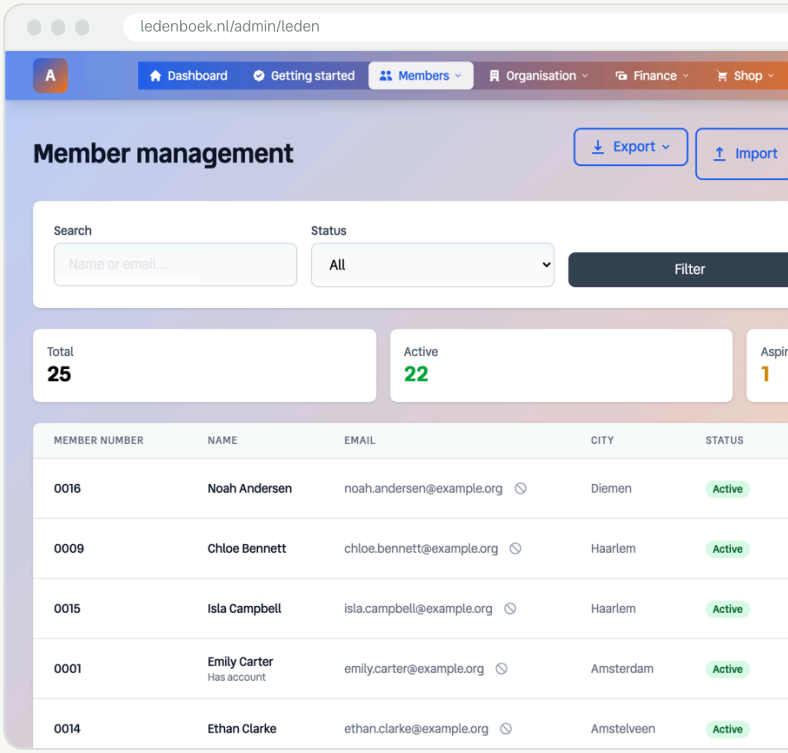


01 — MEMBERS

A list *members keep up to date.*

New members sign up through your own link or a form on your website. The board approves, the member pays in the same step and is then in the administration. When someone moves, they change their address themselves.

- **Custom fields** for what you track, such as a federation number or clothing size.
- **Families** stay together, with one account for parents and children.
- In the **member portal**, members see their invoices and update what changes.
- **Board roles** have a start and end date, so you can also see who held them before.
- When **switching over**, you import the member list from Excel in one go.



A new secretary gets a login, and the member list is already there.

02 — DUES

Collect dues without *phoning everyone.*

Create the invoices for all members in one go. Everyone gets an email with a payment link and pays in a few taps. Anyone who forgets gets a reminder automatically.

1

Set up the round

Choose the year and the amounts per type of member. Junior, senior, family or honorary: Ledenboek works out what each member owes.

2

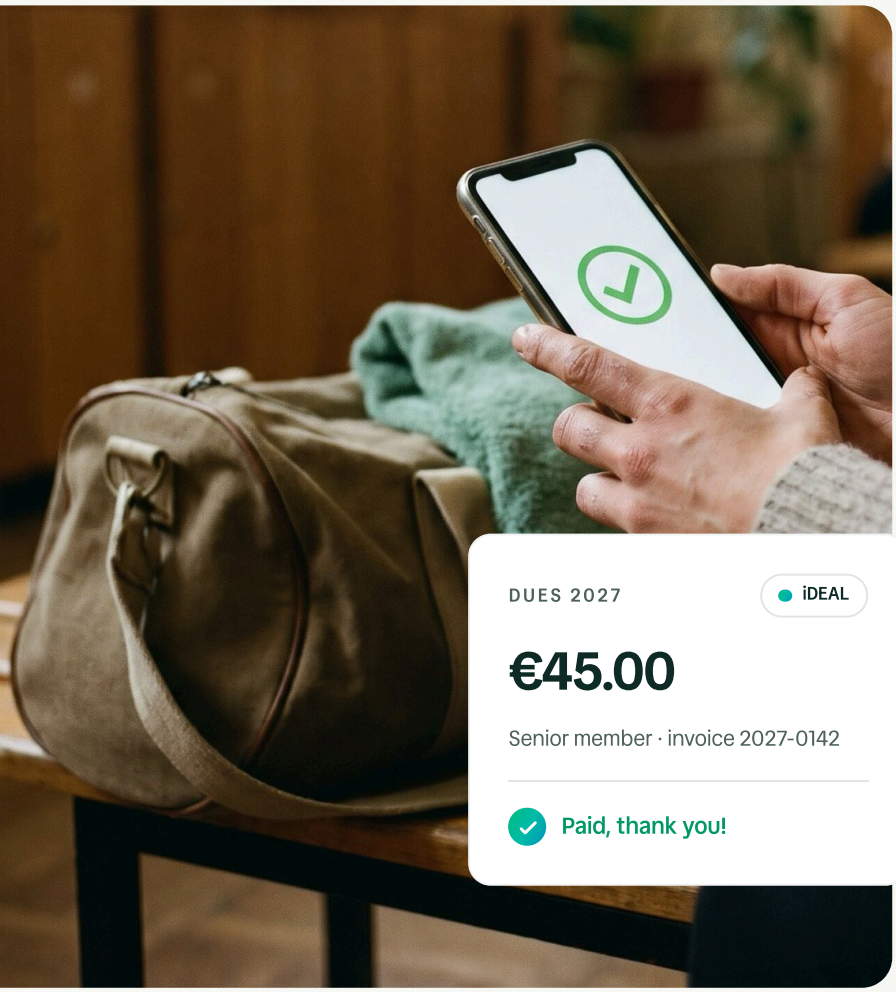
Members pay

With iDEAL or credit card via the link in the email, or by direct debit with the SEPA file for your own bank.

3

Booked automatically

The payment is on the member's record and in the books. You can see at any moment who is still open.



How your members pay

- iDEAL
- Credit card
- Bancontact
- Direct debit
- Payment link

Use a one-off payment link for anything besides dues, such as the club trip or a new kit.

Honorary members and exemptions

Tick on a member that they pay no dues. Every round then skips them, even when a new treasurer doesn't know about it.

03 — FINANCE

The books in order, *even when the treasurer changes.*

Import the bank statements and Ledenboek matches the payments to the members. Once you have linked an account number to a member by hand, it happens automatically from then on.



- You import **bank statements** as MT940 or CAMT, from any bank.
- The **ledger and balance sheet** follow from what is already in there, as does the statement of income and expenses.
- The **forecast** works out what comes in next year if membership grows or dues go up.
- The **accountant** gets an audit file (XAF) and the journal as CSV.

Audit committee and discharge

The audit committee logs in itself, reviews the figures and signs digitally. The treasurer is notified as soon as everyone has signed.

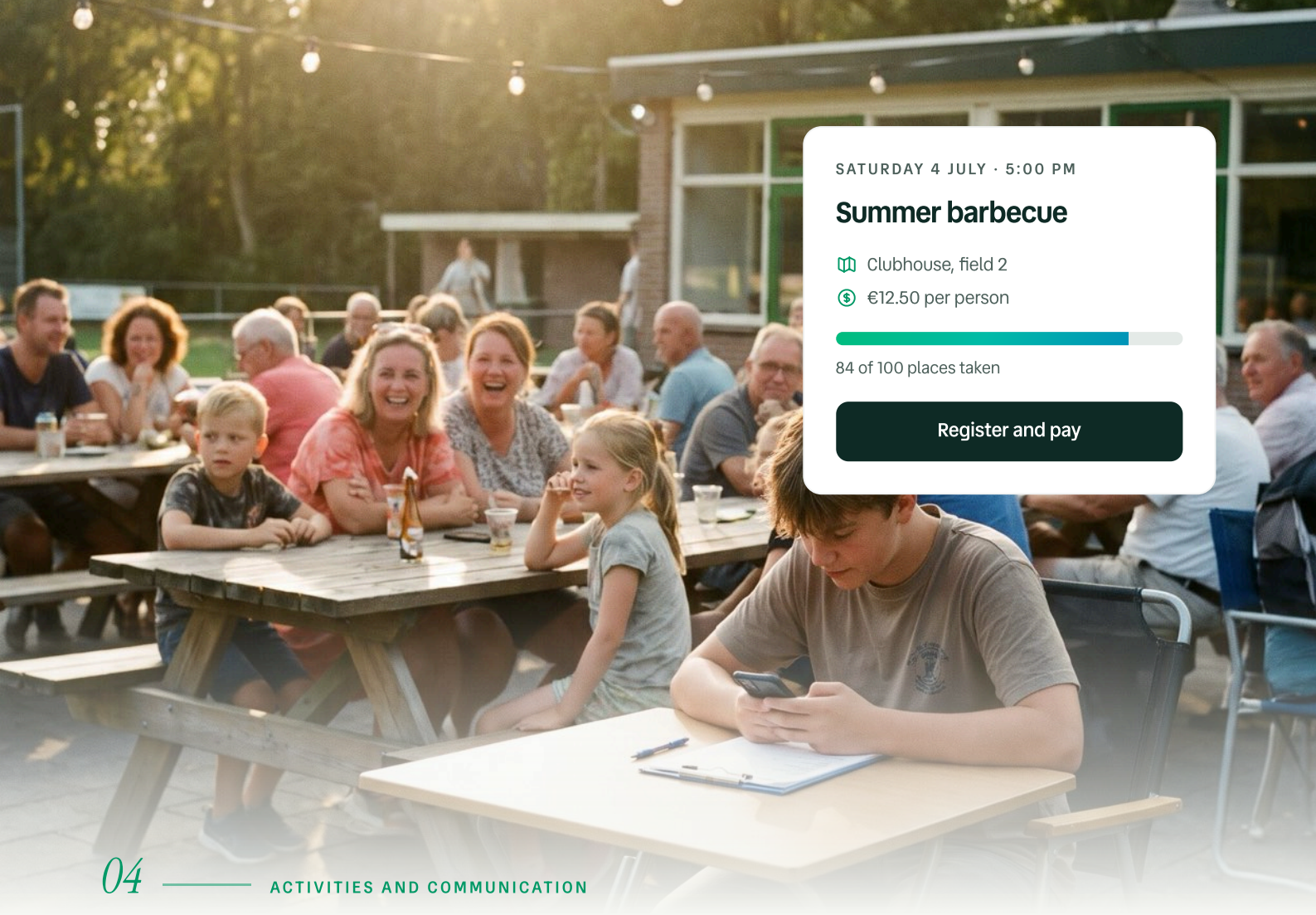
Karel, audit committee	*K. de Vries*
Kim, audit committee	*K. Smit*

✓ Discharge granted

Expense claims

Members and board submit their expenses, with the receipt attached. Once approved, Ledenboek creates a single payment file, so the treasurer pays everything in one go.

Coffee and cake, members' meeting	€23.95	Approved
Balls and cones, youth training	€48.50	Approved
Trip to the regional meeting	€14.26	To review



04 — ACTIVITIES AND COMMUNICATION

The barbecue full, *the payments in.*

Create an event, put it on your website and let members register and pay straight away. When it is full, a waiting list starts by itself.

Events

With a maximum and a price per participant. Members add it to their own calendar with one click, and a failed payment doesn't hold a place.

Mailings and newsletters

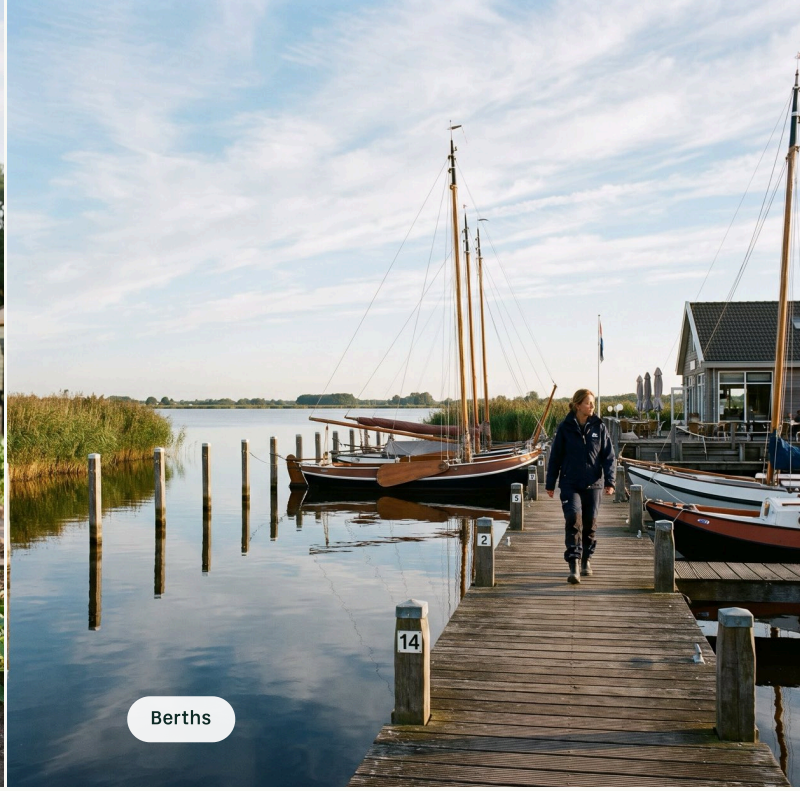
In your own colours and with your logo. Ledenboek handles undeliverable addresses and unsubscribes itself.

Committees and meetings

Committees can include people from outside the club. A meeting has its documents ready, and you can hold votes.



Allotments



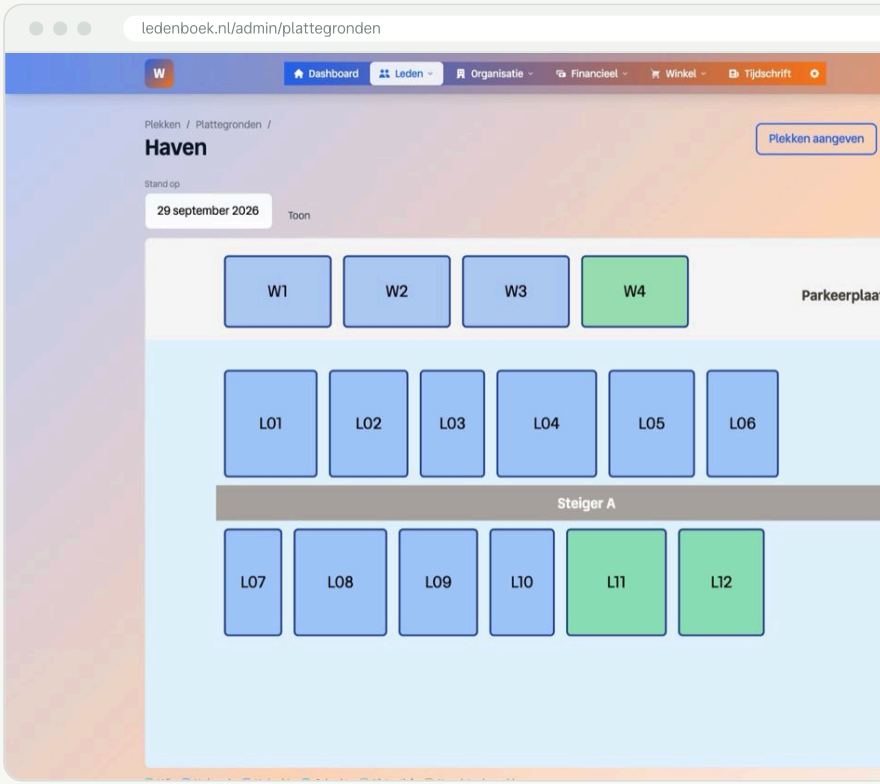
Berths

05 — SPACES AND RENTALS

Who has which plot, *you see on the map.*

Redraw your grounds as a floor plan. You see at once which plot is free and who is next on the waiting list.

- **Rent** as a fixed amount or per square metre.
- The **waiting list** runs in order of sign-up and can also be on your website.
- Members **book** a hall or equipment online and pay straight away.
- You track **volunteer hours** per member; anyone who falls short buys off the difference.

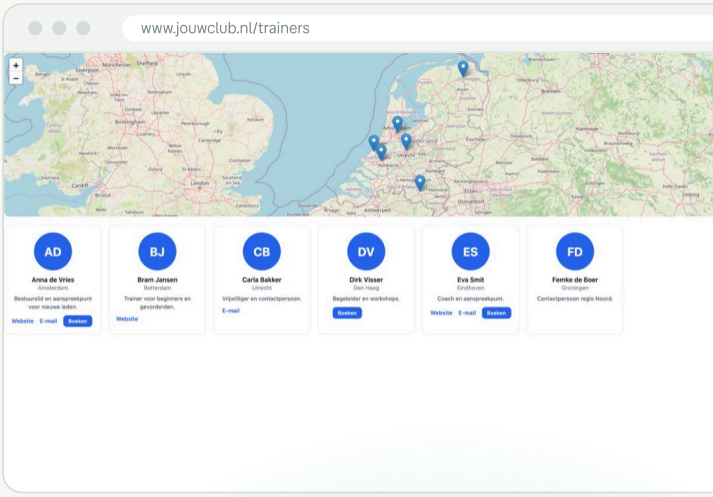


06 — YOUR WEBSITE

On your own site, *with one line of code.*

Put the sign-up form, the calendar or the member list on your website. It works on WordPress, Wix and any other site, without a plugin, and stays up to date by itself.

```
<!-- paste where the form should go -->
<script
src="https://ledenboek.nl/insluiten/embed.js"
  data-vereniging="jouw-club"
  data-type="aanmelden"></script>
```



Sign-up · Calendar · Events · Member list · Results · Ads · Waiting lists · Change requests

07 — LEDENBOEK AND AI

Just *ask.*

Connect Ledenboek to Claude or ChatGPT and ask questions in plain language: about members, payments, the bank, events or waiting lists.

The assistant never sees more than your role allows. It also helps with setting up, from the club's details to a first member list.

TREASURER

Who hasn't paid this year's dues yet?

ASSISTANT

14 members still owe, **€630.00** in total. These three have been open the longest:

Anouk Bakker	€45.00
Bram Berg	€45.00
Chantal Boer	€22.50

How many new members did we get this spring?

Made for clubs. *From ten members to thousands.*

Ledenboek is built around how an association really works: a board that changes, members who cancel themselves, dues that have to come in and an audit committee that looks over your shoulder.



Sports clubs

Teams and class groups with their own member lists, coaches on the website and dues by age.



Choirs and music

Rehearsals, concerts with ticket sales and a member list per voice section.



Allotments

Plots on the map, rent per square metre, waiting list and volunteer hours.



Water sports

Berths and storage. As an API partner of the Dutch Watersportverbond, new members and address changes are passed on automatically.



Dance and sports schools

In a business's terms: customers, subscriptions and VAT.



Foundations and VvEs

Bookkeeping with ANBI details. For a VvE (owners' association): units with fractional shares, reserve fund and maintenance plan.

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ledenboek.nl
The Netherlands

ledenboek.be
Belgium, in Dutch and French

mitgliederbuch.de
Germany, as Mitgliederbuch

09 — PRICING

You pay by *the number of members.*

Every plan has all the modules, so a webshop or floor plan costs nothing extra. You start with 30 days free, no credit card.

MINI	BASIC	STANDARD	PLUS	LARGE
€ 99	€ 179	€ 299	€ 449	€ 543
per year, incl. VAT	per year, incl. VAT	per year, incl. VAT	per year, incl. VAT	per year, incl. VAT
up to 50 members	51 to 150 members	151 to 300 members	301 to 500 members	more than 500 members

- No fee per extra member, not even above 500
- Pay yearly or monthly
- Cancel monthly
- Email help from the makers themselves

On payments that members make online through Mollie, Ledenboek charges a platform fee of 2%.

SECURE AND GDPR-COMPLIANT

Member data belongs *to the association.*

Permissions per role

Per role you decide who sees what: the treasurer the finances, the member administration the members. Logging in can use two-factor authentication.

In Europe

The data is on servers in the EU. It is not resold and not used for advertising.

Data processing agreement

Arranged as standard. Members can view, correct and delete their data.



Try it for 30 days *with your own club.*

Create an account on ledenboek.nl, put your member list in and see how it feels.
All features are open and you are not tied to anything.

ledenboek.nl →

1

Create an account

A name, an email address and the name of your association.

2

Import members

Your existing list from Excel, or start with a few members.

3

Get started

Switch on the modules you need. Questions? Email us.

Ledenboek

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