

**Poole Volunteer Centre:**

Floor 3, Beech House,
28-30 Wimborne Rd, Poole, BH15 2BU

Tel: 01202 675100

Email: gill.harris@poolecvcs.org.uk

Website: www.poolevolunteercentre.org.uk

Bournemouth Volunteer Centre:

Boscombe Link, 3 – 5 Palmerston Road,
Bournemouth, BH1 4HN

Tel: 01202 466130

Email: volunteeradmin@bournemouthcvcs.org.uk

Website: www.bournemouthcvcs.org.uk

Organisation Registration

Name of Organisation:	
Address:	
Postcode:	
Telephone No:	Fax No:
Email:	Website:

Contact Details: (Please provide the contact details for the person at your organisation who will liaise with us)

Name:	
Job Title:	
Address (if different from the one given for your organisation.):	
Postcode:	
Telephone No:	Fax No:
Mobile:	Email:
Can the above contact details be made public? <input type="checkbox"/>	When is the best time to contact this person?

Directions Please provide some brief directions on how to find your organisation:

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Organisation Type (Please tick which type applies to your group)

Community Group	<input type="checkbox"/>	Social Enterprise	<input type="checkbox"/>
Local Charity	<input type="checkbox"/>	Educational establishment	<input type="checkbox"/>
National Charity	<input type="checkbox"/>	Funding Body	<input type="checkbox"/>
Infrastructure Organisations	<input type="checkbox"/>	Statutory Body	<input type="checkbox"/>
Faith Group	<input type="checkbox"/>	Other	<input type="checkbox"/>
<i>Charity Registration Number:</i>			

Organisation Purpose or Mission Statement

Please provide us with some details of the purpose of your organisation or alternatively provide a copy of your Mission Statement.

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Activities of your organisation

Please provide details of the main activities of your organisation. (Remember to keep it short and interesting - This statement may appear on the National Volunteering Database on the Internet.)

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Quality Standards & Accreditations (Please tick the ones your organisation have achieved)

Investing in Volunteers	<input type="checkbox"/>	Youth Mark	<input type="checkbox"/>
Volunteer Centre Quality Accreditation	<input type="checkbox"/>	ISO 9001	<input type="checkbox"/>
Assured Quality for Youth Projects	<input type="checkbox"/>	NAVCA Quality award	<input type="checkbox"/>
Clubmark	<input type="checkbox"/>	Approved Provider Standard	<input type="checkbox"/>
Investors in People	<input type="checkbox"/>	Positive about Disabled People	<input type="checkbox"/>
Practical Quality Assurance System for Small Organisations	<input type="checkbox"/>	Proof of Charitable Status	<input type="checkbox"/>
Quality First	<input type="checkbox"/>	Insurance Certificate	<input type="checkbox"/>
Reach	<input type="checkbox"/>	Other	<input type="checkbox"/>

Signed. Name Position	Date
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Data Protection: At no time will we provide any of your details to a third party without your permission. In order to keep you up to date with information and events we may include you in our mailing list or email list. We will never sell or give our mailing lists to a third party.

Please note: opportunity details are registered with us on a separate form.

Office use only:	Date received:	Entered on VBase:	Date acknowledged:
Comments:			