



# Voluntary Action Arun & Chichester

## VAAC Membership Form

Welcome to Voluntary Action Arun & Chichester. We look forward to supporting you as one of our members. If you are unable to provide a legal structure of your organisation at present, we will register you as a pending member.

VAAC MEMBERSHIP FORM			
<b>Organisation</b>			
<b>Contact Name</b>		<b>Job Title</b>	
<b>Address</b>			
<b>Telephone</b>		<b>Email</b>	
<b>Mobile</b>		<b>Website</b>	
HOW CAN WE USE YOUR INFORMATION? (Please circle as appropriate)			
<b>Would you like to receive our weekly email bulletin and Funding Focus</b> If yes, please nominate the person and their role who will receive it.		<b>Yes/No</b>	<b>Name:</b> <b>Role:</b>
WHICH CATEGORY BEST DESCRIBES THE MAIN FOCUS OF YOUR ORGANISATION? (PLEASE TICK ONE ONLY)			
<b>HEALTH &amp; WELLBEING</b>		<b>SPORT &amp; LEISURE</b>	
<b>ARTS / CULTURE</b>		<b>ENVIRONMENT</b>	

<b>OLDER PEOPLE</b>		<b>ANIMAL WELFARE</b>	
<b>BLACK, MINORITY &amp; ETHNIC</b>		<b>CHILDREN &amp; FAMILIES</b>	
<b>COMMUNITY DEVELOPMENT</b>		<b>FAITH</b>	<b>YOUNG PEOPLE</b>

**WHICH CATEGORIES BEST DESCRIBE YOUR ORGANISATION AND SERVICES?  
(Please tick all that apply)**

<b>Advice/Information</b>		<b>Education</b>		<b>Mobility</b>	
<b>Carers Support</b>		<b>Homelessness</b>		<b>Parish/Town Councils</b>	
<b>Counselling Services</b>		<b>Housing</b>		<b>Refugees/Asylum Seekers</b>	
<b>Disabilities - Learning</b>		<b>Legal</b>		<b>Sexual Health and HIV</b>	
<b>Disabilities - Physical</b>		<b>Medical</b>		<b>Transport</b>	
<b>Drugs and Alcohol</b>		<b>Mental Health</b>		<b>Volunteers</b>	

Other (Please state)

**MEMBERSHIP PRIORITY BENEFITS**

- **Information/e-bulletin/newsletter**
- **Subsidised access to training and events**
- **Free resources – equipment loan e.g. projector, display boards, laptop, photocopier etc.**
- **Networking opportunities**
- **Voting rights**
- **Referral to development team support**
- **Volunteer Plus**

**PLEASE GIVE BRIEF DETAILS OF YOUR ORGANISATION AND SERVICES  
(Please restrict to a maximum of 100 words)**

**WHAT IS THE LEGAL STRUCTURE OF YOUR ORGANISATION**

	<b>PLEASE TICK</b>
Constituted community group	
Registered charity	
Company Ltd by guarantee	
Company Ltd by shares	
Charitable incorporated organisation	
Community interest company	
Charitable trust	
Industrial & provident society (co-operative)	

**Please quote your charity / company number below**

**PLEASE CAN YOU INDICATE WHETHER YOU HAVE OR ARE WORKING TOWARDS  
CREATING THE FOLLOWING FOR YOUR ORGANISATION  
(we can support you in establishing policies and procedures for your organisation)**

	<b>We have</b>	<b>We are developing</b>	<b>We would like support to develop</b>
<b>A clearly defined purpose</b>			
<b>A decision-making mechanism (e.g. a committee)</b>			
<b>A set of rules or a constitution</b>			

A bank account and financial records			
An equal opportunities policy			
A volunteer policy (if required)			
Insurance that covers your volunteers			
Confidentiality Policy			
Health and Safety Policy			
Data Protection Policy			
Child Protection Policy / Safeguarding Vulnerable Adults Policy (if required)			

#### DATA PROTECTION

Please sign to agree to us holding your organisation's details on our computer database. We will only use your information as you have indicated on this form. If you have said you would like to receive our e-bulletins, your name and email address will also be added to a Mailchimp mailing list.

We will contact you regularly to see if all of these details are still correct and to check that you are happy for us to keep your information on our database.

We will not pass your contact information onto any third party. If you would like your personal information removed from the database at any time, please let us know.

We.....agree to become a Member Organisation of Voluntary Action Arun & Chichester (VAAC).

Signed

Date

(If sending electronically, please type name)



If you are a statutory organisation or an organisation that does not provide services to residents in Arun and Chichester then please do not fill out this form. We have a partner's form which we would ask you to complete. Thank you.

Please return to: Voluntary Action Arun & Chichester, Town Hall, Clarence Road, Bognor Regis, PO21 1LD.

Email: [admin@vaac.org.uk](mailto:admin@vaac.org.uk) Tel: 01243 840305

Website: [www.vaac.org.uk](http://www.vaac.org.uk)

Registered Charity Number: 1113641

Company Limited by Guarantee Number: 5667986