



One Community: Membership Application Form

Please tick all boxes that apply unless otherwise indicated or leave blank

Section 1 Organizational Information

Organisation Name

Abbreviation

Status (select one of the following):

Voluntary/Community Organisation

Self-Help or User Group

Not for Profit Making Organisation

Faith Group

Are you a Registered Charity?

Charity Number (if applicable)

This will be the person we send most correspondence to.

Name of main Contact Person within your Organisation.

Position in Organisation

House or Centre Name

Number & Road

Area

Town

County

Post Code

Telephone Number (including Code)

Fax Number (including Code)

Textphone or Minicom Number (including Code)

Mobile Number

E-Mail

Website Address

Operational Times e.g. Mon-Fri 9-5 include Club Times or Church Service Times etc

Do you Close for Lunch? (if applicable) **Out of Hours Telephone Number** (if applicable)

Where do you hold meetings IF different from the address previously given?

Venue House or Centre Name

Number & Road

Area

Town

County

Post Code

Section 2 Additional Contact within your Organisation (Treasurer For Invoicing)

Name of Additional Contact

Position in Organisation

House or Centre Name

Number & Road

Area & Town

County

Post Code

Email

Telephone Number (including Code) **Mobile Number**

Section 3**Background to your Organisation**

Please give a brief description of your organisation and/or services you offer to show potential clients what you can provide - include age restrictions and activities where there may be a charge

Do you wish us to promote/advertise your Organisation?

In our Directories? **On our Website?**

Premises Information

Mainly work from volunteer's homes

Owned

Leased / Rented

Shared with others in informal agreement

Hire halls for meetings etc

Free

Open to the Public

Are these premises fully accessible?

Full wheelchair access Part disabled access Disabled People's Parking Bays

Induction Loops Accessible Toilets Minicom

Do you have Resources to Hire? (Photocopier, Projector, Laptop etc)

Do you own a minibus? **Does your organisation use minibuses?**

Would your organisation like to have access to community minibuses?

Do you have your own drivers?

Which Organisation type are you?

Unincorporated Association Charity Charity Trust

Community Group Industrial or Provident Society

Informal Self-help or User Group Community Interest Company

Company Limited by Guarantee Company Number (if applicable)

What is your Governing document?

Constitution Memorandum & Articles Terms of Reference
 Partnership Agreement Formal Agreement

Do you produce an Annual Report? **What month do you hold your AGM?**

What date did your organisation start operating? (dd/mm/yyyy format)

Do you have a Speaker willing to give talks about your Organisation?

Do you have facilities or rooms for hire?

Would you like us to publicise your facilities?

Office/Workstation Small Meeting Room
 Large Meeting Room/Function Room Large Hall/Auditorium
 Conference Centre Resource Room/Centre
 ICT/Internet Play Room Sports Facilities
 Other

Please Specify

Are these premises fully accessible?

Full wheelchair access Part disabled access Disabled People's Parking Bays
 Induction Loops Accessible Toilets Minicom

Please tick the areas you can provide your services

Admin Code	Area	Tick If Yes	Admin Code	Area	Tick if Yes
Area 01	Bishopstoke		Area 11	Hound	
Area 02	Botley		Area 12	Velmore/Aviary	
Area 03	Bursledon		Area 13	West End	
Area 04	Chandlers Ford		Area 14	Eastleigh Borough Wide	
Area 05	Eastleigh Town		Area 15	Test Valley	
Area 06	Fair Oak		Area 16	Winchester	
Area 07	Hamble		Area 17	Southampton	
Area 08	Hedge End		Area 18	Hampshire Wide	
Area 09	Hiltingbury		Area 19	Other	
Area 10	Horton Heath				

Which of these categories do you consider the work of your group covers?

Please tick **1** Main activity, then if the work of your group covers different categories tick them in the Other column.

Admin code	Category	Main activity (1 only)	Other (multiple)
HO01	Advice and Information		
HO02	Advocacy		
HO03	Arts and Media		
HO04	Children and Families		
HO05	Community Development		
HO06	Community Safety and Criminal Justice		
HO07	Counseling and Rehabilitation		
HO08	Economic Development and Business Support		
HO09	Employment		
HO10	Environment and Conservation		
HO11	Faiths and Cultures		
HO12	Health and Social care		
HO13	Housing		
HO14	International Development		
HO15	Lobbying and Campaigning		
HO16	Research and Development		
HO17	Social and Leisure activities		
HO18	Sports and Exercise		
HO19	Training and Education		
HO20	Transport		
HO21	Voluntary and Community Sector Support		

Are you a Health Condition Support Group?

If **yes** please ring 02380 902400 for the NHS Direct Health Condition list and write in the

Who do you feel benefits for your services?

Admin code	Category	Tick if Yes
HOB01	All Sections of the Community	
HOB02	All the people of a specific Neighborhood	
HOB03	Alcohol and substance misusers	
HOB04	Black and ethnic minorities	
HOB05	Carers	
HOB06	Children	
HOB07	Community and Voluntary Organisations	
HOB08	Families and Parents	
HOB09	Lesbian, gay, bisexual and transgender people	
HOB10	Homeless people	
HOB11	People with a learning difficulty	

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Admin code	Category	Tick if Yes
HOB12	Men	
HOB13	People with mental health problems	
HOB14	Offenders and ex-offenders	
HOB15	Older people	
HOB16	People with physical and sensory disabilities	
HOB17	Refugees and asylum seekers	
HOB18	The unemployed	
HOB19	Travelers and migrants	
HOB20	Victims of crime/abuse	
HOB21	Women	
HOB22	Young people	

We are often asked to provide details of activities available to residents in the Borough of Eastleigh. To help us do this, please tick any of the categories below which describe the activities of your organisation.

Admin code	Activity	Tick if yes
AC01	Animal welfare	
AC02	Art, craft and performing arts groups	
AC03	Local history	
AC03	Lunch club	
AC04	Older peoples social activities	
AC05	Play group or preschool	
AC06	Support or activities for people with learning difficulties	
AC07	Support or activities for people with mental health problems	
AC08	Support or activities for people with physical disabilities	
AC09	Uniformed group (e.g. cadets, guides etc)	
AC10	Venues for hire	
AC11	Youth club or group	

To keep you up - to - date with information which Circulation List would you like your main organisation contact to be added to (Select as many as you wish)

Compact One Community Newsletter Training

E-Mail Briefings Eastleigh Strategic Partnership

One Community can provide you with information and advice in running you organisation.
Is there any particular information which would be useful to you? (e.g. funding, volunteers, insurance, governance)

ONE COMMUNITY MANAGEMENT INFORMATION SYSTEM

DATA PROTECTION STATEMENT

The One Community Information System is bound by stringent Data Protection procedures.

Please read and tick the relevant box.

Do we have your consent to keep the details provided in this membership application on a computer system and manual filing system at One Community offices in order to process the data?

YES NO

Please read and tick the relevant box.

From time to time One Community may publish directory information gained from our Members Application Forms on our website, in a paper directory or in the form of statistical information about the local voluntary sector.

Do we have your permission for your organisations details and contact information to be included in any public accessible directories we may publish in order to promote the many good services and activities that occur in our community?

YES NO

Signed

Print Name

Name of Organisation

Position in Organisation

Date.....

For Office Use Only		Signature
Application Received	Date:	
Cheque Enclosed	Yes / No	
Approved by Board	Date:	
Cheque sent to Finance Dept	Date:	
Application copied to Transport Dept	Date:	
Application Copied to Dev Worker	Date:	
Application Copied to Network Editor	Date:	
Welcome Pack Sent	Date:	
Entered onto Merlin	Date:	
Filed	Date:	

Please return this form to

**One Community
16 Romsey Road
Eastleigh
Hampshire
SO50 9AL**

**Tel: 023 8090 2456
Email: info@1community.org.uk**