

## MEMBERSHIP REGISTRATION

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If you are completing this form electronically please indicate your choices by highlighting them **in bold**

### About Your Organisation

Name: \_\_\_\_\_

Type: Business/Social Enterprise, Infrastructure Organisation, Statutory, Voluntary Group/Charity

Company Number: \_\_\_\_\_ Registered Charity No.: \_\_\_\_\_

Size of organisation:

- Micro less than £10k per annum
- Small 10K to 100K
- Medium 100K to £1 million
- Large over £1 million

Postal Address: \_\_\_\_\_

Town: \_\_\_\_\_ County: \_\_\_\_\_ Postcode: \_\_\_\_\_

Telephone No.: \_\_\_\_\_ Email: \_\_\_\_\_

Website: \_\_\_\_\_

Facebook: \_\_\_\_\_ Twitter: \_\_\_\_\_

Sectors covered by your organisation (please tick or highlight all that apply):

- Addictions
- BAME
- Children, Young People, Families
- Disability
- Faith Based
- Health and Social Care
- LGBT
- Mental Health
- Older People
- Offenders and Ex-Offenders
- Poverty, Homeless, Housing
- Refugees
- Animals
- Art, Culture, Heritage
- Environment and Conservation
- Sport and Recreation

Mission Statement: \_\_\_\_\_

Geographical area covered by organisation: \_\_\_\_\_

**Please confirm that the details above may be displayed on our website? Yes / No**

### Your Contact Details

Primary contact for enquiries about your organisation and for MSVA updates (e-bulletin, training and events information etc.):

Name: \_\_\_\_\_ Job/Position Title: \_\_\_\_\_

Telephone No.: \_\_\_\_\_ Email Address: \_\_\_\_\_

Postal Address: \_\_\_\_\_

Additional contact:

Name: \_\_\_\_\_ Job/Position Title: \_\_\_\_\_

Email Address: \_\_\_\_\_

How did you hear about us?

- |                                |                 |                |
|--------------------------------|-----------------|----------------|
| ▪ Existing Member Organisation | ▪ Internet      | ▪ Media/Advert |
| ▪ Friend, Colleague            | ▪ Local Council | ▪ Other        |
|                                | ▪ Local Event   |                |

Please tick or highlight MSVA services which you require now or in the near future

- |                                      |                           |   |
|--------------------------------------|---------------------------|---|
| ▪ Setting up Community Group/Charity | ▪ Policies and Procedures | ▪ Training                              |
| ▪ Funding Advice and Finance         | ▪ Safeguarding and DBS    | ▪ Volunteer Recruitment                 |
| ▪ Charity Law                        | ▪ Governance              | ▪ Team Projects / Employee Volunteering |
|                                      | ▪ Marketing and Promotion | ▪ Volunteering Good Practice            |
|                                      | ▪ Staying up-to-date      | ▪ Room Booking (Burgess Hill)           |
|                                      | ▪ Local Networking        |   |

## MSVA Membership

MSVA's mission is to support community action by enabling local voluntary groups to make a positive difference. Membership provides access to our facilities, help and assistance.

### Benefits of Membership

We provide a range of services to voluntary and community groups. These include:

- Help with finding volunteers and with managing volunteers
- Help with funding searches and with completing funding applications
- Support in running your organisation and developing the roles of your Trustees
- Training courses and networking opportunities
- E-bulletins and information updates
- Sample policies and templates
- Community room hire in Burgess Hill and equipment loan
- A voice for the voluntary sector

### Terms of Membership

Membership is open to all charities and voluntary, not-for-profit organisations.

### Data Protection

MSVA is committed to upholding the principles of good data handling practice. By making this application to join, you agree that we can hold your details on our confidential database. However we may be asked by other organisations, statutory bodies, or members of the public for details of your organisation including contact details, and we therefore request that you answer the following question:

**Are you happy for us to give out your organisation's details including contact details to other organisations, statutory bodies, or members of the public? Yes / No**

In accordance with the Data Protection Act 1998 information is never supplied knowingly for commercial gain or use.

Our policy is to communicate with our member organisations chiefly via email or through our website. Please let us know if this causes a problem for your organisation.

## Declaration

I confirm that our organisation is a not-for-profit organisation and qualifies for MSVA membership

Name: \_\_\_\_\_ Job title: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please send your completed form to the address below or email it to [enquiries@msva.org.uk](mailto:enquiries@msva.org.uk)