

**Membership Application Form**

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**Notes for completing this form**

* All parts of this form must be completed before your membership application is considered.
* Please return to METRO GAVS, Equitable House, Suite 204, 2nd Floor, 7 General Gordon Square, London, SE18 6FH or email to [info@gavs.biz](mailto:info@gavs.biz).
* If you need help with completing this form, please ring us on 020 8309 8231.
* If your organisation is not registered with the Charities Commission, please send your memoranda and articles or constitution or governing document to info@gavs.biz or to METRO GAVS, Equitable House, Suite 204, 2nd Floor, 7 General Gordon Square, London, SE18 6FH in order for your membership application to be processed.
* If your organisation works with vulnerable adults or children and young people you must submit a relevant safeguarding policy with your application to info@gavs.biz or to METRO GAVS, Equitable House, Suite 204, 2nd Floor, 7 General Gordon Square, London, SE18 6FH, in order for your membership application to be processed.

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UK registered charity: 1123429, Company Limited by Guarantee: 6438156

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| ORGANISATION CONTACT INFORMATION  Please note this section will be included in the member only section of METRO GAVS’ website. | | | | | | |
| Name of Organisation: | | | | | | |
| Correspondence  address: | Main office telephone number: | | | | | |
| Website address: | | | | | |
| Fax number: |
| Main office email address: | | | | | |
| Name of organisation’s main contact: |
| Role/position in organisation: | Tel number and email of main contact if different from above: | | | | | |
| ABOUT THE ORGANISATION | | | | | | |
| What status does your organisation have?  Informal group  Unincorporated charity  Incorporated charity  Company limited by guarantee  Community Interest Company  Other: (please describe) | At any one time, approximately how many volunteers work for you (excluding trustees/management committee members)?  0  1-10  11-20  21-50  51-100  100+ | | | | | |
| How many paid **full time** staff do you employ?  0  1-10  11-20  21-50  51-100  100+ | How many paid **part time** staff do you employ?  0  1-10  11-20  21-50  51-100  100+ | | | | | |
| Company registration no (if applicable): | Charity registration no (if applicable): | | | | | |
| How many Trustees/management committee members do you have? | | | | | | |
| Do you have a quality assurance award? e.g. Investors in People, Matrix, PQASSO  Yes  No  If yes please specify below: | | | What is your annual turnover?  Below £5,000  £5,000 - £30,000  £30,000 - £100,000  £100,000 - £200,000  £200,000+ | | | |
| In the space below please describe briefly the main aim of your organisation: | | | Please tell us where you deliver your services:  Locally (state wards below\*)  Royal Borough of Greenwich  National  International  \*Specify wards here | | |
| Who do you target in the community? (tick all that apply) | | | | | |
| Black and minority ethnic groups  Carers  Children and youth  Elders/Older people  Disabled people | Families/Parents   General  Lesbian/Gay/Bisexual/Transgender people  Women  Other CSOs  Other (please specify below | | | | |
| What services does your organisation provide? (tick all that apply) | | | | | |
| Animal care  Advice/Information/Guidance  Advocacy/ Campaigning  Arts/Culture/Heritage  Befriending  Charity shop  Childcare/Play/Youth Club  Community Association  Community Centre  Community Safety  Counselling(professional only)  Day/Respite care  Domestic/Garden help  Domestic violence  Employment & related skills training  Healthcare  Housing/Accommodation  Environmental/conservation  Equipment hire/loan  Financial services  Fundraising | | support  Grant making  ICT services  Leisure/Social  Mental Health  Office Services  Religion/Faith  Research  Sports  Supplementary School  Tenants/Residents association  Translation services  Substance misuse  Transport  Venue/Hall hire  Volunteers  Youth crime  Other (please specify below) | | | |
|  | | | | | | | |
| HELP GAVS PROVIDE A BETTER SERVICE | | | | |  | | |
| How can GAVS help you? (tick all that apply) | | | | | | | |
| Advocacy/representation/campaigning  Business/organisational planning  Legal e.g. Constitution/memoranda and articles,  Health and safety  Finance/payroll  Fundraising strategies/proposals/bids  Human Resources  IT/ Website/Social media e.g. Facebook  Management and leadership  Marketing, communication and publicity  Monitoring and evaluation  Networking, collaboration, consortia & partnerships  Management committee/trustee board  Policies and Procedures  Project management  Quality Assurance  Safeguarding adults/children   Social enterprise  Other (please specify)GAVS | | | | | | | |
| DECLARATIONS | | | | |  | | |
| Name and Position of person completing this form: | | | | | | | |
| Date completed: | | | | I declare that I am authorised to complete this form on behalf of the above named organisation | | | |
| Signature | | | |
| I am happy for GAVS to make information about this organisation available to non commercial enquirers e.g. other civil society organisations, the Council, NHS etc | | | |
| I do not want this organisation’s details made available to non commercial enquirers | | | | | | | |
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Remember

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**GAVS INFORMATION SERVICE**

As part of the services METRO GAVS offers, we send regular email updates on specific topics to our members and other interested Civil Society Organisations in Greenwich

Please tick the email updates you would like to receive:-

* **METRO GAVS Info Update**

Sent every Friday: News about GAVS, events and training, national and local updates, resources, funding and vacancies.

* **BME Bulletin**

Sent every two months; targeted at groups working with BME communities or groups representing BME communities.

* **Children and Young People Bulletin**

Sent monthly; targeted at groups working with children and young people.

* **Employment Bulletin**

Sent quarterly; targeted at groups which support people to get back into work e.g. through volunteering, training, job seeking support etc.

* **Health and Well Being Bulletin**

Sent every two months; targeted at groups working on health, social care and well being issues.

Please state clearly below the email addresses for receiving the updates:

If you have any queries about the email updates, please contact Dawn at METRO GAVS on [dawn.isherwood@gavs.biz](mailto:dawn.isherwood@gavs.biz) or telephone, 020 8309 8231

Other ways to keep in touch with METRO GAVS:

* Visit our website at [www.greenwich-cvs.org.uk](http://www.greenwich-cvs.org.uk)
* Follow us on Twitter @CVS Greenwich and Facebook (Gavs Greenwich)