



## Community Information

The eighth version of Hounslow Council's Directory of Voluntary Organisations was released in January 2008 as a downloadable / printable file via the council website, at - [www.hounslow.gov.uk/communityinformation](http://www.hounslow.gov.uk/communityinformation) This contains details of over 760 voluntary organisations and community groups working in the London Borough of Hounslow. If you would like your organisation to be included in the next version and / or receive community information now, please complete this form and return it to us as soon as possible. The CDRU has decided to prioritise the work needed to keep the database and the directories up-to-date before branching out to other work. However, we hope to produce an online voluntary organisations database if and when appropriate.

There are also some additional questions at the end of this form asking whether you would like to receive regular community information from our unit.

<b>Name of Organisation:</b>	.....
<b>Address:</b>	..... ..... .....
<b>Contact Name &amp; position of that person:</b>	.....
<b>Telephone Number:</b>	.....
<b>Fax Number:</b>	.....
<b>E-Mail Address:</b>	.....
<b>Website Address:</b>	.....
<b>Services Provided: (e.g. Advice, Information, or Counselling)</b>	..... ..... ..... .....
<b>Meeting Times/Office Hours:</b>	.....
<b>Access Facilities (e.g. disabled access, accessible toilet, audio loop, minicom):</b>	.....

I agree that the above details are correct and this information can be stored on the London Borough of Hounslow's Community Database and used for selected information purposes such as the Directory of Voluntary Organisations and a newsletter mailing list.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name

\_\_\_\_\_  
Position

*Please continue over the page →*

**How would you like to be listed in our Classified Section? Please decide which is the best classification for your organisation, picking from the list below :**

First Choice            Ref. No.   

Second Choice        Ref. No.   

Third Choice           Ref. No.   

*Example: An Asian Women's Community Centre may put:*

First Choice            Women                    Ref. No.    **24**

Second Choice        Ethnic Minorities        Ref. No.    **11**

Third Choice            Community Support      Ref. No.    **5**

1. Advice/ Information Services	15. Housing
2. Arts and Leisure	16. Housing Associations
3. Carers	17. Lesbian, Gay, Bi-sexual & Transgender
4. Children, Parents and Families	18. Mental Health
5. Community Support	19. Older People
6. Community Safety	20. Parent & Toddler Groups
7. Disability	21. Scout Associations
8. Education, Learning & Training	22. Social
9. Employment	23. Sports & Recreation
10. Environment	24. Women
11. Ethnic Minorities	25. Youth
12. Faith / Religion Based	26. Refugees & Asylum Seekers
13. Girls Guides	27. Tenants and Residents Association
14. Health and Social Care	28. Volunteering

**Additional questions**

**A)** Would you like to receive a free copy of our quarterly newsletter The Voluntary Times? This is a 4-page newsletter giving news & information (e.g. funding info & details of training courses) **Yes**

**B)** If you have an email address, would you like to be on our free 'E-Volve' e-mail list? This is a project to spread news (especially time sensitive news and funding opportunities) to voluntary organisations working in the London Borough of Hounslow. On average about 3 messages are sent a month. You can leave the list at any time. **Yes**

**Please return the completed form to:**

**Community Development & Regeneration Unit  
Hounslow Council  
Civic Centre  
Lampton Road  
Hounslow TW3 4DN**

**Or fax to – 020 8583 2466**

**Or save as a file & email to – [community.development@hounslow.gov.uk](mailto:community.development@hounslow.gov.uk)**