

VCS Common Database registration form

North Yorkshire Forum for Voluntary Organisations (NYFVO) manages our subscription services using the VCS (Voluntary and Community Sector) Common Database for York and North Yorkshire – **our mailing list is a free service** (Forum Focus, Forum training programme and project information); to register please complete and return this form; you can also use this form to subscribe to NYFVOnet our **free** email news service. Please ensure you also complete the data protection details to confirm you are happy for us to include your details on the common database and how we can use those details – please do not hesitate to contact Claire Petty, Operations Manager on **01347 825710** or email **claire.petty@nyfvo.org.uk** if you have any queries.

York & North Yorkshire
Infrastructure Consortium
supporting the voluntary and
community sector

North Yorkshire
Forum for
Voluntary
Organisations

Registered Charity 518117

Forum membership is open to all who support the work and objects of the Forum and entitles VCS organisations to reduced charges for Forum events, training and services - if you would like to join the Forum further details and fees can be found on the reverse of this form (there is an annual subscription charge for membership).

Organisation Name	
Contact Person	
Address	
Town/City	
Postcode	
Telephone Number	
Fax Number	
Mobile	
Minicom	
Email	
Website	

NYFVOnet is a free email list which the Forum uses to circulate information about conferences and training, funding opportunities, and policy developments effecting the sector. If you would like to join NYFVOnet please ensure that we have your correct email address and tick this box

Please turn over and complete and sign the reverse of this form

**Please return your completed form to:
FREEPOST RSCE-ZZLC-TKGG**

NYFVO, Unit 7 & 7a, The Hawk Creative Business Park, Hawkhill Estate, Easingwold, York YO61 3FE

Forum Membership

Individuals and organisations are invited to become members of NYFVO. We do value the support of our members - a large and active membership helps the Forum in its work supporting voluntary and community organisations throughout York and North Yorkshire. You are entitled to a **20% discount** if you or your organisation is already a member of a York and North Yorkshire local infrastructure organisation (council for voluntary service, voluntary action or community care association) - discounted rates shown in brackets (please ✓ to indicate).

- £36.00 (£28.80) individuals (non-voting membership)
- £82.50 (£66.00) other organisations (non-voting membership)

Please contact Jeanette Lilley at the Forum on 01347 825710 or email jeanette.lilley@nyfvo.org.uk if you require further information.

Application for Forum membership [12 months]

name of organisation/individual:

contact person:

address including postcode:

.....

telephone number:

fax number:.....

email address:

amount enclosed (please make cheques payable to **NYFVO**): £

If you are claiming the 20% discount please state which York and North Yorkshire local infrastructure organisation you are a member of:

Data Protection

NYFVO uses the VCS Common Database to maintain its records of voluntary and community organisations and other relevant contacts. The common database was developed by all the Local Infrastructure Organisations (LIOs) working in York and North Yorkshire to improve the delivery of our services and support. The database is used to: compile mailing lists for circulating LIO magazines and newsletters, training, events etc; contains details of general contacts; and administer events, training and services e.g. membership, networks, and activities.

The database is not accessible to anyone outside of the LIOs. The LIOs have created a web directory www.vcsdirectory.org.uk which can be accessed by anyone over the internet and can be used to search for voluntary and community organisations in York and North Yorkshire. The website displays organisation name, contact person, address, telephone, fax, email, website, and aims/objectives.

Please ✓ the following box to agree that you are happy with your details to be used as stated:

1. We would like to be included on LIO mailing lists (postal and email) e.g. NYFVO and local district LIO (e.g. York CVS or Ryedale VA or Harrogate CVS), to receive relevant voluntary sector information on for example funding, training, legislation etc.

By signing this form you are agreeing that this information can be included on the Common Database.

Once you have given your permission you will not have to give separate permission to any individual organisations within the consortium, they will all be bound by the permissions given here, and comply with the Data Protection Act 1998.

Signed..... **Print name**.....

Position **Date**

For and on behalf of