

Community directory registration form

[This template has been developed for you to copy and paste into your own Microsoft Word template as required. While all parts of this template can be modified to suit your needs, items in red have been highlighted to show where you might delete or amend text.]

Fields marked with an * are mandatory

You can also [register online](#) [web URL].

Organisation name*	
About your organisation*	

Primary contact*

This person's name and contact information will be publicly listed on the directory.

Name	
Position	
Email	
Phone	

President or office bearer

This person's name and contact information will not be listed on the website.

Name	
Email	
Phone	

Organisation address

Postal address	
Physical address	

Category/categories*

Arts and culture	Cemeteries	Children and families
Churches	Community organisations	Disability services
Education and learning	Emergency and safety	Employment and business
Environment and sustainability	Health and wellbeing	Hobbies
Housing and accommodation	Indigenous	Libraries
Local history	Markets	Media and communications
Older people	Sport and recreation	Venues for hire
Young people (12–25)	Other:	

Skills and services

Animal support and welfare	Arts and entertainment	Business support
Catering	Clean up	Communications
Community development	Donation coordination	Environment
Events management	Financial administration	First aid (accredited)
Fundraising	Governance	Gardening and landscaping
Infrastructure	Welcoming new residents	Personal support/counselling
Volunteer drivers	Other:	

Equipment and assets

Accommodation	Agistment for animals	Catering equipment
Clean up equipment	Clean up machinery	Communication equipment
Entertainment equipment	First aid equipment	Furniture
Gardening tools	Generators	Halls / meeting rooms
Kitchen / kitchenette	Marquee/s	Portable lighting
Portable toilets	Protective clothing	Stage/s
Animal transport	People transport	Material transport (trailers etc)
Water access point	Other:	

Service areas*

Barfold	Barkers Creek	Baringhup
Campbells Creek	Castlemaine	Chewton
Elphinstone	Faraday	Fryerstown
Guildford	Harcourt	Maldon
Metcalfe	Muckleford	Newstead
Nuggetty	Sutton Grange	Shire wide

Taradale	Vaughan	Walmer
Welshmans Reef	Other:	

Are you currently seeking volunteers? Y/N	
Are you currently seeking members? Y/N	
AGM / meeting information	
Website URL	

Authorisation*

I certify that all details supplied in this form are true and correct to the best of my knowledge, and that the form has been submitted with the full knowledge and agreement of the management of my organisation/group.

Name	Signature	Date
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Submitting your form

You can submit this form in person to:

[Office address]

Via post to:

[Postal address]

Or

[email address]

[Delete this section when transferring to your own Microsoft Word template]

This template has been provided with the support and permission of Mount Alexander Shire.