

## Application for Membership

Organisation Details	
<b>Name of Organisation:</b>	
<b>Street Address:</b>	
<b>Postal Address:</b> <i>If different to street address</i>	
<b>Freephone:</b> <i>If applicable</i>	
<b>Registered Charity Number (if applicable):</b>	
<b>If not a registered charity, what is the legal status of your organisation?</b>  <i>If your organisation is not a registered charity you are required to send us a copy of your Constitution / Rules and your latest Annual Report.</i>	<input type="checkbox"/> Incorporated Society <input type="checkbox"/> Charitable Trust <input type="checkbox"/> Other (please specify below):
<b>Field of Operation:</b> <i>Please specify <b>one</b> only</i>	<input type="checkbox"/> Arts / Culture / Heritage <input type="checkbox"/> Conservation / Environment <input type="checkbox"/> Education <input type="checkbox"/> Emergency Services <input type="checkbox"/> Health <input type="checkbox"/> Information / Advisory <input type="checkbox"/> Social Services <input type="checkbox"/> Sport / Recreation <input type="checkbox"/> Youth / Children
<b>Description: (2-3 sentences)</b> <i>Outline the purpose of your organisation, this could include your mission statement</i>	<i>Note: This information will be visible to the public on our website</i>
<b>Details:</b> <i>Please provide a description of your organisation's main activities &amp; services</i>	
<b>Social Media:</b> <i>Please provide any relevant links</i>	<input type="checkbox"/> Website:
	<input type="checkbox"/> Facebook:
	<input type="checkbox"/> Instagram:
	<input type="checkbox"/> Other:

### Primary Contact Details

*This should be the person responsible for volunteer administration and support in your organisation*

<b>Name:</b>			
<b>Position Title:</b>			
<b>Contact email:</b> <i>Our referral service is based on email messages so it is vital that this email address is checked regularly</i>			
<b>Landline:</b>		<b>Mobile:</b>	

### Organisation Release

**We understand that:**

- a) **Volunteering Canterbury will refer potential volunteers to us on the basis of information which we have provided;**
- b) **The evaluation, acceptance or rejection, training, placement, support, and provision of a safe working environment for all volunteers within our organisation is the responsibility of our organisation;**
- c) **In signing this statement, we accept responsibility for any eventualities which may arise in connection with any volunteer involved in our organisation. We hereby release Volunteering Canterbury from any claim, liability or demand which may arise as a result of actions or failure to act on the part of any volunteer.**

<b>Signed:</b>	
<b>Name:</b> <i>(please print)</i>	
<b>Organisation:</b>	
<b>Position:</b>	
<b>Date:</b>	
<b>Please be sure to send us the following:</b>	<input type="checkbox"/> Completed Application for Membership <input type="checkbox"/> Payment of your annual subscription <input type="checkbox"/> Your Constitution (if not a registered charity) <input type="checkbox"/> Your most recent Annual Report (if not a registered charity)
<b>These should be sent to:</b>	Volunteering Canterbury Christchurch Community House Te Whakaruruhau ki Otautahi 301 Tuam Street Christchurch 8011  office@volcan.org.nz

**TAX INVOICE**

<b>Volunteering Canterbury Subscription</b>	
<b>For period:</b>	31 March 2021 – 1 April 2022
<b>GST number:</b>	55-079-358
<b>Organisation Name:</b>	
<b>Subscription:</b> <i>Please select which applies</i>	<input type="checkbox"/> \$95 per year for Agency Members whose gross annual income during the last financial year exceeded \$100,000 (includes GST \$12.39)  <input type="checkbox"/> \$65 per year for Agency Members whose gross annual income during the last financial year did not exceed \$100,000 (includes GST \$8.48)  <input type="checkbox"/> \$137 per year for Associate Members (Government departments, units or programmes) which directly involve volunteers and support the objectives of Volunteering Canterbury (includes GST \$17.87)  If payment of this subscription would cause hardship to your organisation please contact us.
<b>Account details for direct credit:</b>	Westpac, Canterbury Centre Account no. 03 1592 0060852 00  Please advise us by email ( <a href="mailto:office@volcan.org.nz">office@volcan.org.nz</a> ) of the date and amount of your direct credit, and enter "Sub" in the particulars field.
Your financial investment enables us to provide you with a high quality, comprehensive service, including: <ul style="list-style-type: none"> <li>• Recruitment and referral of potential volunteers</li> <li>• Role advertising on our database and wider networks</li> <li>• Low-cost training and support workshops</li> <li>• Access to current Volunteer Management resources and information</li> <li>• Regular newsletters and communications</li> <li>• Advocacy for volunteers and volunteer-involving organisations</li> <li>• Support and networking opportunities with other not-for-profits</li> <li>• Promotion of the benefits and value of voluntary work</li> <li>• Consultation and support on volunteer-related matters</li> </ul>	