

Local Societies and Organisations New Entry Application/Amendment Form

The Local Societies & Organisations database is compiled and maintained by the West Sussex Library and Information Service. It currently holds details of over 2,000 local clubs, societies and organisations in West Sussex. The entire database is available for searching on the West Sussex County Council website at

www.westsussex.gov.uk/libraries

The West Sussex Library and Information Service provide a number of other services of interest to local societies including:

- Notice boards to advertise societies and their meetings
- Diaries of other meetings and events
- Meeting rooms for hire in certain libraries

Please enquire for details at your local library.

If you would like your organisation to appear on the database, or you would like to make an amendment to an entry for an organisation currently included in the database, please complete the following application form and return it to

Worthing Library Area Office
Richmond Road
Worthing
BN11 1HD

Or hand it in to any West Sussex Library.

Inclusion on the database is at the discretion of the West Sussex Library and Information Service. The full inclusion policy is available on the library website.

DISCLAIMER

This information will be stored in accordance with the Data Protection Act 1998.

This information is kept on a computer database and is published on the Internet. The West Sussex Library and Information Service reserves the right to print, sell and distribute copies of this database as required. Consequently please clearly mark any details which you wish to remain confidential.

The database is provided for general guidance only. The West Sussex Library and Information Service aims to provide accurate and up to date information, but this is dependent on the information provided to them by the organisations listed.

Inclusion on the database does not imply a recommendation or endorsement by the West Sussex Library and Information Service.



Local Societies & Organisations Database

New Entry Application/Amendment Form

PLEASE USE BLOCK CAPITALS Tick as appropriate

New entry

Amendment

Name of society/organisation*

Name of contact*

Address and postcode of contact

Contact tel no daytime

Contact tel no evening

FAX

Address and postcode of venue

Venue tel no

Disabled Access
YES

Disabled Access
NO

Day/Date/Time of meetings

Date of AGM (where applicable)

Any information

Web address

Email address

All forms require the signature of the first named contact as evidence of their consent for their details to be published

Signature of contact*

Print name*

Date

Lib 140a

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Libraries-at the heart of the local community