GROUP REGISTRATION / AMENDMENT FORM   **DATE:**

Please delete as appropriate:

First Group registration: YES/NO	**Date of 1st mtg:**	
Amendment to registered group: YES/NO		
Change OF:	**DAY (Yes/No)**	**TIME (Yes/No)**	**VENUE (Yes/No)**
Date of Change:			

SECTION A - Information for GSO Records & Where to Find (WTF)

1. Group Ref No if known:

2. County: **3**. Country:

4. Venue Postcode (**please ensure correct code is supplied**):

5. Town/City of meeting venue:

6. Name of Meeting:

7. ADDRESS OF MEETING VENUE:

          Latitude (if known):   Longitude (if known):

8. DAY OF MEETING:

9. TIME MEETING STARTS: DURATION:

10.   If 'open' meetings held - give details when:

11.

♿	Full wheelchair access to meeting place:	**YES/NO**
🦻	Loop system for hearing aid users:	**YES/NO**
🤟	All mtgs interpreted in British Sign Language:	**YES/NO**
	British Sign Language available by request.	**YES/NO**
✉	Chit system available:	**YES/NO**

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12.   Contacts for publication in Where to Find Directory (2 people max)

Name: Tel: (incl. STD code)

Name: Tel: (incl. STD code)

PLEASE GIVE FULL NAMES & ADDRESSES FOR MAILING PURPOSES

ALL GROUP CORRESPONDENCE TO BE SENT TO:

Tel no. (incl. STD code):

Group contact E-mail address:

Secretary: Name/Address/Tel No:

Tel no. (incl. STD code):

Treasurer: Name/Address/Tel No:

 Tel no. (incl. STD code):

GSR: Name/Address/Tel No:

Tel no. (incl. STD code):

INTERGROUP - (which Intergroup does your group belong to?):

Generic Group E-mail (no personal E-mail addresses please as this will appear in the Where to Find):

GROUP FOUNDER (if known):

TELEPHONE CONTACTS FOR PUBLICATION IN THE WHERE TO FIND

Extract from Guideline 1

Members whose names appear in the 'Where to Find' should be prepared to take full responsibility as contacts and delegate where necessary. This implies that such a telephone number will be freely available within the Fellowship and that the contact is prepared at any time to:

- ACCEPT A CALL FOR HELP

- GIVE INFORMATION TO A PROFESSIONAL EG A GSO NUMBER

- GUIDE A FAMILY MEMBER TO THE RIGHT SOURCE FOR HELP EG TO AL-ANON

- SPEAK TO MEMBERS OF THE FELLOWSHIP ENQUIRING ABOUT MEETINGS'

By completing these details I am aware that this information will be passed to the Group Information Administrator at the General Service Office, York. Once received it will be stored on a database held within the office and contact telephone numbers will be also be published in the Where to Find and/or London Where to Find.

Signature:	Date:

If at any point you have any queries or would like your details removed from the database and/or Where to Find please contact the Group Information Administrator at:

General Service Office, PO Box 1, 10 Toft Green, York, YO1 6JT

01904 644026

groupinformation@gsogb.org.uk

PLEASE ENSURE THAT YOUR GROUP DETAILS SHOW THE CORRECT POSTCODE