



3rd Floor, Merseyside 3TC
16 Crosby Road North
Waterloo
Merseyside L22 0NY

Tel: 0151 920 0726 (Ext. 211)
Fax: 0151 920 1036
Email: info@volunteeringsefton.org.uk
Web: www.volunteeringsefton.org.uk

Dear colleague

Re: Volunteer Centre Sefton - Organisation Registration

Volunteer Centre Sefton offers a wide range of information, advice and guidance on all aspects of volunteering to both volunteers and recruiting groups and organisations and we would like to extend this service to your agency.

Volunteer Centre Sefton has recently launched an updated internet website which can be found at: www.volunteeringsefton.org.uk. The site includes a host of valuable information and links to other relevant sites. The site includes downloadable Registration Forms, Email Update Bulletins, Training Calendar, Best Practice Guides, Volunteer Certificate Forms etc.

The Volunteer Centre would be extremely grateful if you would take time to complete and return the enclosed Organisation Registration Form to the address listed at the top of this letter.

Once your project is registered with the Bureau you will receive regular information regarding volunteering issues and will be told of any relevant training or events, including the regular meetings of the Sefton Volunteer Co-ordinator's Forum.

The National Volunteering Database (NVD)

Volunteer Centre Sefton regularly upload details of volunteering opportunities to the NVD, which are then available to the public from the do-it website: www.do-it.org.uk where they are able to search the database to find opportunities that match their interests. Partial details of the organisation offering the volunteering opportunity are also uploaded. These are the:

- Name of the organisation
- Purpose (or mission statement) of the organisation
- Activities of the organisation

None of the above will be sent to the NVD until you have provided us with details of a volunteering opportunity. When you do this you have the option to request that the opportunity is not uploaded to the NVD.

Data Protection

- At no time will Volunteer Centre Sefton provide any of your details to a third party without your permission.
- In order to keep you up to date with information and events Volunteer Centre Sefton may include you in our mailing list or email list.
- Volunteer Centre Sefton will never sell or give our mailing lists to a third party.

If you feel Volunteer Centre Sefton can be of any further assistance please do not hesitate to contact me.

Yours sincerely

Volunteer Centre Sefton

Email: info@volunteeringsefton.org.uk Tel.: 0151 920 0726 (Ext. 211)

Volunteer Centre Sefton is a member of



Volunteer Centre Sefton manages



Volunteer Centre Sefton is managed by

