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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Title (Mr, Mrs, Ms...)** |  | | | |  | |  |  |  |
| **Family Name** |  | | | | | | | | |
| **First Name** |  | | | | | | | | |
| **Function** |  | | | | | | | | |
| **Name of Voluntary Organisation (VO)** |  | | **VO Reg. n°** | | |  | | | |
| **Address** | | | | | | | | | |
| **Street Name and Number** |  | | | | | | | | |
| **Post Code** |
| **Town/City** |  | | | | | | | | |
| **Malta/Gozo** |  | | | | | | | | |
| **Telephone n°** |  | **Mobile n°** | |  | | | | | |
| **E-mail** |  | | | | | | | | |
| **Web site** |  | | | | | | | | |
| **VO Contact Person** |  | | | | | | | | |

Below is the list of Training Courses being organised. Please indicate next to the course/s you wish to participate.

|  |  |  |
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| **Title** | **Date** |  |
| 1. Communications and Campaigning | 20th July 2013 |  |
| 2. Managing Volunteers and staff (including recruitment, appraisal, training etc.) | 27th July 2013 |  |
| 1. Networking, sharing best practice and ideas | 7th September 2013 |  |
| 1. Governance - Finance and Legal | 28th September 2013 |  |
| 1. Values, ethics and principles of operating a 'service' | 12th October 2013 |  |
| 1. Sustainability & Fundraising techniques | 26th October 2013 |  |

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| **Signature of authorised person from VO** | **VOLUNTARY ORGANISATION’S STAMP (if available)** |

Note that places are limited for every training session and thus confirmation is done on a first come first served basis.