

# ANNUAL RETURN

To ensure that your membership details are correct, and to help the Association better meet your needs, it is essential that you complete and return this form to the Administrator by the 31st March

*IF THERE HAVE BEEN NO CHANGES SINCE THE LAST RETURN, PLEASE ENTER THE CHARITY NAME, MARK THE FORM "NO CHANGES" AND RETURN IT TO THE ADMINISTRATOR*

## General Details

Name of Organisation: \_\_\_\_\_

AJC Membership Number: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Telephone Number: \_\_\_\_\_ Mobile Number: \_\_\_\_\_

Email: \_\_\_\_\_ Website: \_\_\_\_\_

## Main Contact Details

Name: \_\_\_\_\_

Address: (if different from above) \_\_\_\_\_  
\_\_\_\_\_

Telephone Number: \_\_\_\_\_ Mobile Number: \_\_\_\_\_

Email: \_\_\_\_\_

## Names of Current Officers/Trustees & Positions

NAME

POSITION

NAME	POSITION
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Patron: \_\_\_\_\_ Auditor: \_\_\_\_\_

Date of last AGM: \_\_\_\_\_ Number of paid staff: \_\_\_\_\_

**What issues do you think the AJC should be focussing on?  
Comments on the committee's stewardship**

**What subjects would you like the AJC to deliver training/talks on?**

- Fundraising
- How to Raise Funds from Companies
- Trustee Roles & Responsibilities
- Leadership
- Change Management
- Stress in the Work Place
- Building a Winning Team
- Marketing & Promoting your Cause
- Managing & Motivating Volunteers

Other: \_\_\_\_\_

**Preferred Time:** Morning  Afternoon  Evening

**Preferred Day of the Week:** \_\_\_\_\_

**REMINDER**

**Subscriptions are due on 1<sup>st</sup> April in the sum of £15. Please ensure your standing order is up to date or forward your cheque using the remittance advice attached to your subscription invoice. (Please note, if you are in arrears for more than one year, your organisation can be struck off from Membership)**

Signed.....Position.....Date.....

**The Association holds all information on its members in accordance with the requirements of the Jersey Data Protection Law**

**The Association of Jersey Charities, P.O. Box 356, St Helier, Jersey, JE4 9YZ**

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