

## Volunteer Advice Enhancement Workshop Sign Up

**Maximum of two volunteers per organisation**

<b>Charity/Organisation</b>	
<b>Contact Details</b>	
<b>Number of volunteers attending</b>	<b>ONE/TWO</b>
<b>Workshop Date</b>	
<b>If there were any spaces available for more volunteers, would you be interested?</b>	<b>YES/NO</b>

<b>Volunteer 1 Name</b>	
<b>Address</b>	
<b>Email and Telephone Number</b>	
<b>Volunteer Role</b>	
<b>Any dietary requirements?</b>	
<b>Current knowledge level</b>	
<b>Volunteer 2 Name</b>	
<b>Address</b>	
<b>Email and Telephone Number</b>	
<b>Volunteer Role</b>	
<b>Any dietary requirements?</b>	
<b>Current knowledge level</b>	

Refreshments and lunch will be provided, so it is important that we know of any dietary requirements.

Travel expenses can be reclaimed if travelling within Hull & East Yorkshire, volunteers will be sent an expenses form by email after they have attended the workshop. They will need to provide any receipts/tickets for public transport and can claim 45p per mile if using own car, free parking is available. Expenses won't be refunded on the day and they will need to provide bank details when submitting the expenses form.