



APPLICATION FOR REGISTRATION AS A CULTURAL ORGANISATION

Date of Application:

1. NAME OF ORGANISATION

2. CULTURAL CATEGORY

3. CONTACT DETAILS

| | Name | Address | Telephone/Fax | Email |
|-----------|----------------------|----------------------|----------------------|----------------------|
| President | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Secretary | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

4. ADDRESS AND DETAILS OF PREMISES

5. NAMES, POSITIONS, E-MAIL AND TEL/FAX OF ALL OTHER PERSONS IN THE COMMITTEE

(If short of space please attach full list)

6 . DETAILS OF SUB-COMMITTEE (if applicable)

7. MAIN EVENTS/ACTIVITIES HELD DURING THE YEAR

8. DATE OF LAST ANNUAL MEETING (Provide proof thereof, and attach minutes)

9. NUMBER OF INDIVIDUAL REGISTERED MEMBERS IN EACH CATEGORY

| | | |
|----------|---------|--|
| Juniors: | Male: | |
| | Female: | |
| Seniors: | Male: | |
| | Female: | |

(Please define age groups)

10.INDIVIDUAL MEMBERSHIP FEES BY CATEGORIES (if applicable)

| | | |
|----------|---------|--|
| Juniors: | Male: | |
| | Female: | |
| Seniors: | Male: | |
| | Female: | |

(Please define age groups)

11. PLEASE PROVIDE DETAILS/PROOF OF MEMBERSHIP TO RELEVANT INTERNATIONAL GOVERNING BODY (Federation)

12. ANY OTHER RELEVANT INFORMATION (Attach a separate sheet if required)

Declaration

I hereby confirm that all the information provided is correct. I hereby confirm that any changes to our cultural organisation's structure will be notified immediately to Gibraltar Cultural Services

Initial registration signatories

Signed _____

Name _____

Position _____

Date _____

NB: Signatories must be senior office bearers

CONDITIONS

Cultural organisations applying to register with the Gibraltar Cultural Services must support their official applications with:

- a. Completion of all relevant sections of this official annual registration form.**
- b. Completion of the Royal Gibraltar Police Vetting Application Form enclosed.**
The vetting form must be completed by all committee members and their faculty.
Members who have not resided in Gibraltar for the last 10 years, are required to return a vetting form from the country they have resided in for the last 10 years. This must be provided in the English Language.
- c. List of committee members with contact details.**
- d. List of individuals or clubs(if applicable) affiliated to the Governing Body with contact details.**
- e. Copy of the Constitution, if applicable**
- f. List of all coaches and officials, including their roles within the organisation**

- g. Copy of the organisations Safeguarding Policy**
- h. A commitment that the entity will meet all MOC and GCS criteria for working with children, young people and vulnerable adults, when using HMGOG premises.**
- i. Copy of Aims and Objectives of the entity**
- j. Name and contact for the entities Welfare Officer or designated Officer for child protection policy and procedures**

The Gibraltar Cultural Services is available for support and advice for the completion of the initial registration process.

Please return completed application to:

**Chief Executive Officer
Bi-Annual Registrations
Gibraltar Cultural Services Ltd
John Mackintosh Hall
308 Main Street
Gibraltar**