



# Voluntary Action South Ayrshire Volunteer Registration Form

Thank you for your interest in volunteering.

Could you please complete this form as fully as possible and also read the privacy notice and sign the relevant sections if you agree to VASA storing your information and also passing your details onto a third party.



Title:  First Name:  Last Name:

Address Line 1:

Address Line 2:

Town / City:  Postcode:

Preferred method of contact?  Telephone  Email  Letter  Text

Telephone Number:

E-mail Address:

## Support Needs Do you feel that you have disability / health issues that may affect your volunteering?

**Is there any kind of support you feel that you may need from us in order to begin volunteering?**  
Please describe:

## What type of volunteering activity would you enjoy doing?

## Saltire Awards Do you wish to register for Saltire Awards? (12 to 25 years old only)

Yes  No  If yes please provide your Date of Birth:



**Who are we?**

We are Voluntary Action South Ayrshire Charity No SC028234 Registered Company Number 253334  
You can contact us: 1st Floor Boswell House, 10 – 12 Arthur Street, Ayr. KA7 1QJ  
Email: [enquiries@vasa.scot](mailto:enquiries@vasa.scot) Telephone: 01292 432661

We process personal data relating to those who apply to volunteer. We do this for reporting statistical information to our funders, (your individual information is never disclosed) to enable us to carry out evaluations on our services, and to record what action we have taken in matching you with suitable volunteering opportunities.

The personal data we store includes identifiers including your name, address, email and telephone number, date of birth (for Saltire only), volunteering opportunity you are interested in. We also keep details of the organisation we have referred you to providing you have given consent.

Your information is stored on the Milo database system used by the third sector interface network in Scotland. Milo is operated on the Salesforce platform and managed for us by Scottish Council for Voluntary Organisations (SCVO), acting as a data processor. You can find out more about SCVO at their website: [www.scvo.org.uk](http://www.scvo.org.uk)

We will keep your information for a period of one year after which it will be deleted from our system. This paper form and the interview form will be shredded once a suitable opportunity has been found.

If you would like to find out more about our privacy policy and how we use your personal data, or if you want to see a copy of the information that we hold or have any questions or issues regarding data protection, please email us with the Subject "Data Protection Request". You are also entitled to ask for your information to be removed from our system by contacting us at the above address. You can also decline to agree to your data being collected.

Please sign below if you consent to your data being stored and used as detailed above.

Signed \_\_\_\_\_ Date \_\_\_\_\_

In order for us to process your request to volunteer we will need to share your name and contact number with a third party (Local Volunteering Involving Organisation).

Can you therefore sign below to consent to us sharing this information

Signed \_\_\_\_\_ Date \_\_\_\_\_

**Thank you for completing this form and we look forward to helping you become part of the growing volunteering community.**

**FOR OFFICE USE ONLY**

**Date Received:**

**Method (eg. Mail):**

**Date Registered:**

**By Whom:**

**Database Reference:**

**Interviewed**

**By Whom:**