

## REGISTRATION FORM

To be completed by registered charities seeking to lease Council owned Property

<b>A: Charity Information</b>	
Charity Name	
Charity Registration Number	
Date Registered	
Registered office address	
Correspondence address if different	
Website Address	
Contact Name	
Contact Title	
Contact Email Address	
Contact Phone Number	
Total number of staff (Full time / Part time / Volunteers)	

<b>B: Services</b>	
Services your charity provides?	
To whom do you provide services?	
Are these services to Wokingham Borough Resident and/or elsewhere	

<b>C: Property requirements</b>	
What will the property be used for?	
What size of property is needed? (please provide an approx. size)	

<b>C: Property requirements</b>	
What type of property is needed?	
Who and how many people will use the property?  (Broken down by full time, part time, volunteer staff, or members of the public, etc)	
What specifications do you have?  (e.g., ground floor, accessible space, loading requirements, etc)	