



VOLUNTEER TIME



Request form

If you would like to apply for Volunteering Time, to help your chosen charity, please complete this form and pass it to your line manager. If you have any questions, contact **Laura Smith on 01793 563753**

Get involved!

Could you provide photographs or information about your volunteering activities? If you can, please email them to:

laura.smith@connectgrouplc.com

Or speak to Laura Smith on

01793 563753

Your Details

Name

Job title/position

Location

Your Charity

Charity name

Please give a brief description of your chosen charity

Please give a brief description of the activities you will be involved with during your

Volunteering Time

Please give the date and time of your proposed **Volunteer Time**

Your signature: _____

Date: _____

Your manager's signature: _____

Date: _____

Managers: Once authorised please return this form to Laura Smith.

You can email it to **laura.smith@connectgrouplc.com**, or you can post it to:

Laura Smith, Group Communications Executive, Rowan House, Cherry Orchard North, Kembrey Park, Swindon SN2 8UH