**One-to-one Advice session**

**Monday 17th October 2016  
Voluntary Action Islington**

To enable us to help you with specific advice and ensure you get the most out of the session, please complete the following, giving as much relevant information as possible.

**Please return this form to** [**advice@vai.org.uk**](mailto:advice@vai.org.uk) **as soon as possible to confirm your booking**

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| --- | --- | --- | --- |
| **Organisation** |  | | |
| **Address including postcode** |  | | |
| **Your name** |  | **Your position** |  |
| **Email** |  | **Contact no** |  |
|  | | | |
| **Give a short overview of your organisation or if new, what you want to do?** | | | |
|  | | | |
| **What is the specific help you require?** | | | |
|  | | | |
| **Please indicate what time you want to attend**  **3pm**  **4pm**  **5pm** | | | |