Returning Completed Registration Forms to the Youth Service

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| --- | --- |
| Centre or Project Name |  |
| Email Address to Return Forms |  |

To minimise the number of visitors in our centres and to protect staff, children and young people **we would encourage** parents/carers/guardians to return a copy of the registration by email to the centre/project at the address above.

You can scan completed forms now using your mobile phone to create a PDF. Below we have provided links to two free apps on the Apple App Store and Google Play store which will make this easy to do. **Please ensure you scan both pages of the registration form before emailing.**

A picture containing clock

Description automatically generated

Search the store for:

**Microsoft Office Lens**

Search the store for:

**Scannable**

[](https://apps.apple.com/gb/app/evernote-scannable/id883338188)

You can also return your registration with your child or young person when they attend their first session. You can also return the form by post if you wish to the address provided in your registration pack.

A close up of a logo

Description automatically generatedVisit by Appointment

If you wish to return the form to the centre in person this can be done by appointment only. Please call the centre/project on the telephone number below to arrange a time that suits or if you wish to discuss arrangements for your child or young person’s return to the provision.

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| --- | --- |
| **Telephone Number** |  |

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