West Dunbartonshire Certificate of Volunteering Achievement Coversheet - General

Name of Organisation

Main Signatory Name:

Volunteer Name	Role	Length of Service Please tell us the duration of volunteering to be celebrated	Achievement Achievement – please describe in no more than 100 characters

I request certificates to be prepared for the above volunteers by the stated deadline for (please tick): Autumn ☐ Winter ☐ Spring ☐ Summer ☐

Planned Award Deadline Dates for 2022/23

Autumn: Deadline for applications: 16 Sept 2022 Certificates Ready: 30 Sept 2022 Winter: Deadline for applications: 25 Nov 2022 Certificates Ready 9 Dec 2022

Spring: Deadline for applications : 17 Mar 2023 Certificates Ready: 31 March 2023 Summer: Deadline for applications: 19 May 2023 Certificates Ready 1 June 2023

I request certificates to be ready outwith the usual programme dates. The date required is _____ **Requests must be received 7 days before the date required.**
Please note this service is only offered in exceptional circumstances and by prior agreement.

I note the certificate deadlines above and request that you contact me when ready for my collection

Signed: _____ **Date:** _____

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