



Youth Work Ireland

# Quick Guide to the YWI Insurance & Registration Form

This guide is to provide you with the necessary information before you begin the Youth Work Ireland Registration Form and what you need to complete it.



## Information

- Name of Club/Group
- Premises Address & Eircode
- Club/Group Email
- Does the club/group rent premises & information on who it is rented from
- Monthly Rent
- Name of Secretary & Email
- Club phone number
- Year when the club first opened & when it registered with your member youth service.
- How do you classify your club/group



## Social Media

If your club uses social media, please provide the handles for these.



## Income & Expenditure

You will be asked the following questions for income and expenditure for the current year:

- The total income for your club
- The expenditure of your club
- How much did the club receive in grants
- How much in membership fees
- How much received in fundraising activities
- How much did your club receive from other funding sources



## Day & Time of the Club/Group

State the day & time the club/group runs

Give detail to any other day(s) and time(s) the club may meet outside of normal club/group hours.



## Number of Leaders

You will be asked a breakdown number of Leaders:

- u.18 Junior Leaders male/female/other genders
- Senior Leaders male/female



## Number of Members

You will be asked a break down number of and Members.

Breakdown of membership is of males, females and other genders by age group:

- u.10
- 10-14
- 15-17
- 18-21
- 22-24



## Insurance

If you need insurance for your club/group, make sure you click 'yes' to be included.