**Harmony House**

Updated as at 1.4.2022

**Corporate / Organisation Volunteer Registration**

As a non-governmental organisation focusing on handling the issue of domestic violence, the Harmony House aims to provide professional counselling and therapeutic services for the victims. The Harmony House was established in 1985 as the first shelter for abused women and their children in Hong Kong. Today, we have developed into a one-stop anti-domestic violence service agency, with a wide range of preventive, therapeutic and developmental programmes to help families affected by domestic violence. We also organise community education programmes, promote harmonious and healthy family relationships, provide training to multi-disciplinary professionals and advocate for policies and legislations on behalf of victims of violence, their families and communities.

**Registration:** Complete the application form below

🡪 send to Jockey Club Harmony Link- Domestic Violence Prevention Center, Wing B, G/F., On Wah House, Lok Wah (South) Estate, Kwun Tong; or

***For enquiries, please contact department of Community Education at 2342 0072***

🡪 fax to 2304 7783; or

🡪 email to [hhcerc@harmonyhousehk.org](mailto:hhcerc@harmonyhousehk.org)

***Join us as Volunteer. We need your Support!***

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| **Harmony House**  **Corporate / Organisation Volunteer Registration Form** | | | | | | | <Official Use Only>  ⬥Registration date：  ⬥Registration No： | | | |
| Name of Corporate / Organization | | (English)  (中文) | | | | | | | | | |
| Name of Contact Person | |  | | | Title | | |  | | | |
| Contact Number | |  | | | Email | | |  | | | |
| No. of volunteers | |  | | | | | | | | | |
| Service Date and Duration  (you can choose more than one time slot) | | 🞎 One-off event 🞎 Series of activities  Date： | | | | | | | | | |
|  | Mon | Tue | Wed | | | Thu | Fri | Sat | Sun |
| AM | □ | □ | □ | | | □ | □ | □ | □ |
| PM | □ | □ | □ | | | □ | □ | □ | □ |
| Kinds of Service / Activity can be provided | |  | | | | | | | | | |
| Programme Budget  (if available) | | HKD | | | | Target | 🞎 Children 🞎 Women 🞎 Men  🞎 Low-income family  🞎 Others: | | | | |
| Other queries or information | |  | | | | | | | | | |

Harmony House will use the data provided above to keep in touch with you / your organisation for the purposes of sharing our information, promotion of services and activities, fundraising, volunteer recruitment, collection of opinions and service statistics and research, etc. and we will also use the photos, video or audio we have taken during the volunteer services for the purpose of publication and promotion. In any circumstances that you / your organization do not agree to the above arrangements, please add “✓” in the box below.

**□** Our volunteers / organisation ***object*** to the proposed use of my personal data for the above mentioned purposes.

**Declaration:** I and volunteers hereby declare that we **\*have/have not** been convicted of a criminal offence (including sexual offences) in a court of law.

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| Name of person-in-charge |  | Signature of person-in-charge |  | Organisation Chop |  | Date |

***Guide to******Applicant:***

1. *For confidentiality, the data of this form will be used only for the enquiry of volunteer service and related purposes.*
2. *Upon receiving the registration form, Harmony House will reply the applicant by phone or email within 10 working days.*
3. *The availability of volunteer opportunities will be subject to community needs and the suitability of applicants.*
4. *Harmony House reserves the final decision for the result of application.*
5. *All personal data will be destroyed after 2 years from the date of the application if no suitable volunteer works have been arranged for the applicant by Harmony House.*
6. *Your organisation has the right to request access to and correction of the personal data held by us. All requests should be addressed in writing to: CERC, Jockey Club Harmony Link- Domestic Violence Prevention Center, Wing B, G/F, On Wah House, Lok Wah (South) estate, Kwun Tong, Kowloon*