

## Parish Directory Information Collection Sheet (2017)

If you are part of St Peter's Church family then this is for you!

We are currently updating the Parish Directory (the 'Pink Book'!) and in the process we intend to also gain a clearer picture of life at St Peter's. The information given below will enable us to set up a comprehensive database.

As mentioned, some of the information (indicated below) will be used to produce a new paper version of the Parish Directory. Please indicate, in the boxes supplied, if you **DO NOT** want your information to be included in the paper or online version. The online version will only be accessible to people within the directory, this should be available later on in the year.

All adults who wish their details to be published in either directory are asked to sign the form. We can supply the form by email but a signed paper copy must be returned to the Church office.

**Please complete this form for your household, ask each adult (18+) to sign it, and return it to the Church Office no later than Friday 10<sup>th</sup> February 2017.**

We would like the following information to be included in the Directory:	Paper Version	Online Version
<b>Names of Adults:</b>		
	Yes / No	Yes / No
<b>Names of Children:</b>		
	Yes / No	Yes / No
<b>Address (including postcode):</b>		
	Yes / No	Yes / No

Contact Details for Adults only:

We would like the following information to be included in the Directory:	Paper Version	Online Version
<b>Contact Numbers:</b>		
	Yes / No	Yes / No
<b>E-mail addresses:</b>		
	Yes / No	Yes / No

**The Information below is for office use only.**

Please tick if you are **NOT** happy for the church to include a photograph of you (and/or of your children) in any publicity or information about the church? **Adults:**  **Children:**

**Weekly Sheet:** Would you like to receive the weekly sheet via email? YES / NO / ALREADY RECEIVING  
 (Please delete as appropriate – we will continue to have a paper version on a Sunday).

Please make sure **administrator@stpetersoundle.co.uk** is in your contact list, otherwise email communication could end up in our spam / junk folder. Thank you.

**Are you on a Rota?:** Please indicate below if you are on a Rota

*(e.g: Cleaning, Coffee, Flowers (Lady Chapel / Nave or High Altar), The 8.00, The 9:45 Set Up Team, Junior Church Leader, AV Team (9:45), Band, Welcome, Sidesmen (11:15), Reader (11:15), Intercessor (11:15), Offertory (11:15), Chalice (9:45 or 11:15), Server (11:15), Sound Team (11:15), Pastoral Team, Bereavement Team etc)*

<b>Name:</b>	<b>Rota (s)</b>
1.	1.
2.	2.

**In what ways do you serve St Peters?**

*(e.g: PCC, Action Group, Communications Group, Finance Team, Messy Church Team, Linen Team etc )*

<b>Name:</b>	<b>Role (s)</b>
1.	1.
2.	2.

Each adult named must sign below to show that they have read and understood the information detailed within this Information Collection Sheet. By signing the sheet you are giving us permission to use your data.

<b>Signed:</b>	<b>Date:</b>
1.	
2.	

**Thank you for taking the time to complete this form.**

Once completed please return it to the box at the back of church or the Church Office, all information provided will be used for general church purposes, but will not be passed to people outside the church without your permission.