

## Community Directory Survey

This information will be made available to the general public through your local library, and may be included in the Information Network of Kansas and the Internet.

Organization (Agency) name:

Also commonly known as:

Phone:

Fax:

Emergency/Hotline Phone:

Website:

Email:

Street Address:

P.O. Box:

City:

State:

Zip:

Days/hours of operation:

Geographic area served (city, county, other):

Contact person:

Title:

Alternative contact:

Key leaders/personnel:

Does your organization rely on and recruit volunteers?:      Yes      No

Contact for volunteering:

Brief description of the organization (you may also attach a brochure):

Who is eligible for services / membership?:

What are the fees for services / membership?:

Languages spoken/served:

Major event(s) sponsored/dates:

If your organization holds meetings, please provide the following:

Times/days/places of meetings:

Meeting place:

Contact person/phone:

Child care available

If your organization has a facility that is available to other groups, please provide the following:

Description of meeting room or other public-use facilities:

Contact person for scheduling/phone:

Fees for use:

Other facility information:

If you wish to suggest other organizations which could be added to the Community Directory, please give as much information as possible. Thank You.

Name of person who prepared this form:

Date:

Please check box if you would like to receive a free copy of the upcoming edition of the Community Directory sent to this address.

This form will be reviewed and updated onto the Community Information Directory available through the Dorothy Bramlage Public Library website at [www.jclib.org](http://www.jclib.org) and published in the next printed edition if considered suitable. Questions? Contact the reference staff at (785) 238-4311 or [reference@jclib.org](mailto:reference@jclib.org).

**You may use the Send Form button below** (which may create a draft file in your selected email application), **or save this form and attach it to an email. Send the completed form to [reference@jclib.org](mailto:reference@jclib.org)**