# ukgoldbookonline- subscription form

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| If you are interested in subscribing, please fill out the form below and return it to us by post to PO Box 3245, Bristol BS2 2EH or by email to [goldbook@womensaid.org.uk](mailto:goldbook@womensaid.org.uk)  If you would like a customised quote for multiple users please contact [goldbook@womensaid.org.uk](mailto:goldbook@womensaid.org.uk) | | | | | | | | |
| **User Information** | | | | | | | | |
| Organisation name | | | | | |  | | |
| Primary user name | | | | | |  | | |
| E-mail | | | | | |  | | |
| Telephone number | | | | | |  | | |
| Address | | | | | |  | | |
| Number of users required | Term | | Cost | | Term | | Cost | Total Amount (£ inc. VAT) |
| 1 user | 1 year | | £150 | | 2 years | | £234 |  |
| 2 users | 1 year | | £210 | | 2 years | | £324 |  |
| 3 users | 1 year | | £270 | | 2 years | | £414 |  |
| Up to 10 users | 1 year | | £570 | | 2 years | | £912 |  |
| 10-50 users | 1 year | | £1,170 | | 2 years | | £1,872 |  |
|  | | | | | | | | |
| PLEASE ENTER ANY DISCOUNT CODE HERE: | | | | |  | | | |
|  | | | | | | | | |
| Email Address of users: | | | 1 |  | | | | |
| 2 |  | | | | |
| 3 |  | | | | |
| *This information will be used for the purpose of managing log in credentials and access to the system only.* | | | | | | | | |
| **Payment Information** | | | | | | | | |
| Upon receipt of your completed subscription form we will send out an invoice for the total amount listed above. Details of how to pay will be listed on the invoice.  If the details of the person to invoice at your organisation are different from those listed in the ‘User Information’ section, please provide them here: | | | | | | | | |
| Name | |  | | | | | | |
| Telephone number | |  | | | | | | |
| Email | |  | | | | | | |
| Address | |  | | | | | | |

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| --- | --- | --- | --- |
| *This information will be used for the purpose of managing payment only.* | | | |
| **Signed:** |  | **Date:** |  |



**SERVICE LEVEL AGREEMENT**

About the Gold Book Online

The Gold Book Online **is a UK-wide online information system that contains information about domestic and sexual abuse services available for women and children in the UK.**

The Gold Book Online system comprises a carefully passworded website with a strict level of security that is available only to approved subscribers to the system, via this confidentiality agreement, and to those who are responsible for building and administering the system. The system includes:

* information about services and accommodation provided by refuge and domestic and sexual abuse service providers;
* accurate and updated public contact details for referral process;
* search functions to enable searches for specific support services, geographical areas;
* print functions enabling subscribers to print out information based on search results.

It does not contain confidential address information and will not be linked to any publicly accessible database that stores confidential addresses.

**UK GOLD BOOK Roles and Responsibilities of Subscribers:**

By signing this Service Level Agreement you are agreeing to each of the following conditions. Failure to adhere to these conditions may result in the suspension of your subscription.

1. Subscribers will not sell, trade, or pass on to a third party (other than individual clients) information obtained from the Gold Book Online.
2. Services will follow the specified referral procedure for each service contained on the Gold Book online, when making referrals to domestic abuse service providers.
3. Subscribers will not use the contact details contained on the Gold Book Online for any purpose other than making referrals as set out in the referral procedure
4. Where a multi user subscription has been obtained Primary Users must ensure that only members of staff in their organisation are given logins and passwords are not shared outside of their organisation.
5. Primary users must ensure that staff or volunteers who leave their organisation are removed from their usergroups, otherwise they will be in breach of the security measures.
6. All general public enquiries about the Gold Book online should be passed on to Women’s Aid by email to [goldbook@womensaid.org.uk](mailto:goldbook@womensaid.org.uk)

###### DECLARATION

The organisation named below agrees to comply with all the points listed above and understands that failure to do so may result in access to Gold Book Online being suspended with an administrative fee being charged in order to be reinstated. We support the primary aim of the system: “to promote the protection of women and children who have experienced domestic or sexual abuse”.

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_/\_\_\_/\_\_\_

Signed by (name): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Job title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Organisation: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contact phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contact email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Primary user name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*Policy reviewed and agreed on: 01/04/2013*

Women’s Aid care about your data, you can read more about how we treat it in our privacy policy: <https://www.womensaid.org.uk/privacy-cookie-policy/>