

CREATIVE HEBRIDES FUND

CLIENT ENQUIRY FORM

V1 07/08

Section 1 -For Completion by Applicant

Contact Details

NAME: ORGANISATION:

ADDRESS: POSITION (IN ORGANISATION):

..... TEL: FAX:

POSTCODE MOBILE:

WEB: EMAIL:

Project/Enquiry Details

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..... Location of Project:

Estimated Project Start Date: Estimated Project Completion Date:

Objectives (please tick at least one objective that applies)

<input type="checkbox"/> To grow and develop the creative industries sector in the Outer Hebrides.	
<input type="checkbox"/> To assist the creation and growth of creative industry businesses.	
<input type="checkbox"/> To encourage creative individuals and businesses to locate to the islands.	
<input type="checkbox"/> To promote the Outer Hebrides as a creative place at a national and international level.	
<input type="checkbox"/> To increase the number of employment opportunities in the sector.	
<input type="checkbox"/> To increase the overall economic contribution of the sector to the economy	

Funding

ESTIMATED – TOTAL PROJECT COST	£
ESTIMATED – TOTAL GRANT REQUIRED	£

PROPOSED FUNDING PARTNERS:

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Section 2 -For Completion by Comhairle

ENQUIRY OFFICER INITIALS:	DATE:
ENQUIRY METHOD: VISIT / TELEPHONE / LETTER / E-MAIL FAX / OTHER _____	
NEW CONTACT TO SYSTEM: YES / NO	FILE NUMBER:

Action

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Other Comments

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Application Form

Has an application form has been issued?	YES	NO	DATE:
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Internal Administration

CASE OFFICER (ED): CASE OFFICER (BG):

Data Protection Act 1998

The information provided by you forms personal data in terms of the Data Protection Act 1998 ("the Act"). The information will be used by Comhairle nan Eilean Siar and/or Highlands & Islands Enterprise for the purposes of this enquiry only. It will be held securely and will not be disclosed to any other persons or organisations.

Details of your rights under the Act may be obtained by writing to: *The Development Department Director, Comhairle nan Eilean Siar, Sandwick Road, Stornoway, Isle of Lewis.*

I hereby give permission for both Highlands & Islands Enterprise & Comhairle nan Eilean Siar to pass information regarding this enquiry between relevant officers, in the strictest confidence

APPLICANT SIGNATURE: _____ DATE: _____

*Please forward a copy of this form to: Anne Murray, Economic Development, Comhairle nan Eilean Siar, Sandwick Road, Stornoway
Isle of Lewis, HS1 2BW.
amurray@cne-siar.gov.uk tel. 01851 709 277*