



Community Legal Education Application Form

Please return completed application form to the nearest Eastern Community Legal Centre (ECLC) office, or call to discuss your requirements with a Community Development Worker.

Box Hill (Boroondara, Manningham & Whitehorse) Telephone 9285 4822, Fax 9285 4833, Email eclc@eclc.org.au

Boronia (Knox & Maroondah) Telephone 9762 6235, Fax 9762 9751, Email outereast@eclc.org.au

Healesville (Yarra Ranges) Telephone 5962 1665, Fax 5962 1605, Email yarraranges@eclc.org.au

A copy of this application form will be returned to you when the session has been confirmed.

1. Application Date		2. Has ECLC presented Community Legal Education to your organisation before?	Yes / No / Not Sure
3. Agency Name & Brief Overview			
Not for profit organisation? Yes / No			
4. Event Name (if applicable)			
5. Session location		Address	
		Municipality	
6. Date, time and duration of requested education session (Attach draft program if part of a larger event)			
7. Target Group (general community members / specific client group / agency workers) & anticipated number attending the session			
8. Special requirements of the audience eg English as a second language (agency to provide interpreter if required), hearing /vision impairment, learning disabilities			
9. Session topic, reason for selecting topic (eg member request, school curriculum) & desired outcomes of session for your agency			
10. Preferred format of session (eg forum of speakers, round table discussion, small group, up front presentation)			
11. Equipment available (eg projector, laptop, screen, whiteboard)			
12. Worker contact details		Name	
NB ECLC requires an agency worker to be present during the session		Telephone	
		Email	

Session Confirmation *(Office Use Only)*

This session is confirmed and will be delivered by _____

Please contact _____ on (Telephone) _____

or (Email) _____ if you have any queries regarding this session.

Equipment Required _____