



# CoDA *Australia*

## GROUP REGISTRATION & CHANGE OF DETAILS

**CoDA National Service Office**  
41/1 Regent St, REDFERN NSW 2016  
Phone: 0417 995 111  
Email: ozcoda@yahoo.com.au  
www.codependentsanonymous.org.au

Please use this form to register the details of a new meeting or changes to an existing one. Complete one form per meeting (not just one per location). Your meeting will then be added to the Australian CoDA National meetings list and website.

Date:.....  NEW REGISTRATION  CHANGE OF DETAILS\*

\*Please indicate which details are being changed

Date of First Meeting: \_\_\_\_\_ (Don't forget to celebrate your Group's Birthday each year!)

Group Name: \_\_\_\_\_ (Usually the name of the town where the group meets)

Venue Name: \_\_\_\_\_ Venue Ph: \_\_\_\_\_

Street Address: \_\_\_\_\_

Town /City: \_\_\_\_\_ State: \_\_\_\_\_ Postcode: \_\_\_\_\_

If in a country area : Closest large town/city: \_\_\_\_\_ Distance from this town \_\_\_\_ km

Meeting Day : \_\_\_\_\_ Frequency: Weekly/ Monthly/ Other: \_\_\_\_\_

Start Time/Finish Time: \_\_\_\_\_ / \_\_\_\_\_ (1 hour or 1.5 hours is standard)

Meeting Type: Open / Closed/ Step / Topic / Other: \_\_\_\_\_

Meetings can be a combination of types - See information about types of meeting in Section Two of Meeting Starter Kit

Does this group use only CoDA literature?  YES  NO Notify office if this changes.

Directions to venue: (Nearest cross street, location of room, parking etc): \_\_\_\_\_

**VENUE ACCESSIBILITY** - Level Access  Nearby parking  Disabled Toilet

If public holidays are likely to fall on the meeting day:

- Will the meeting still run on public holidays?  YES  NO  Phone to check

### KEEP IN CONTACT WITH NATIONAL SERVICE OFFICE AND THE REST OF THE CODA FELLOWSHIP

Please provide two contacts.

#### **Group Mail Contact (usually the Group Rep)**

A member who attends meetings regularly who will pass on news from intergroup reports.  
If reliable - use the meeting venue address (check with venue).

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

#### **Second Contact /Phone Contact**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

#### Permission to use phone number on:

- Printed meetings list  YES  NO

- CoDA website meeting list:  YES  NO

**UPDATES:** Contact the CoDA service office promptly if there are any changes – even if these are temporary, by phone 0417 995 111 **AND** by mailing an updated copy of this form. Please also report meeting closures immediately.

CoDA Australia National Office: Date Received.....Address list Updated.....