

|  |  |
| --- | --- |
| [Name]  [Address line 1]  [Address line 2]  [Address line 3]  [Address line 4]  [Address line 5] | Direct phone +44 (0)2380 05xxxx  Mobile +44 (0)7xxx xxxxxx  E-mail [name.surname]@os.uk  Date [date] |

ORGANISATION INFORMATION

All Participants should answer these questions. If your company is not currently registered in the UK, you should still try to answer each question, substituting any appropriate professional, commercial or other registration within your domestic jurisdiction.

1 Is your organisation:

public limited company

limited company

voluntary organisation

sole trader

partnership

charity

2 Please confirm that an organisation structure chart is enclosed with this completed questionnaire, if appropriate?

Yes

No

3 Is the organisation a subsidiary of another company?

Yes

No

If yes:

The holding or parent company: Click or tap here to enter text.

The ultimate parent company (if applicable): Click or tap here to enter text.

4 Owners / Directors / Executive Directors / Partners / Trustees / Management Committee (as applicable):

|  |  |
| --- | --- |
| **Name** | **Responsibility** |
| Click or tap here to enter text. | Click or tap here to enter text. |
| Click or tap here to enter text. | Click or tap here to enter text. |
| Click or tap here to enter text. | Click or tap here to enter text. |

5 Brief history (not more than 200 words) of your organisation

Click or tap here to enter text.

6 If you or your organisation is a member of any professional or trade bodies or associations, please list them below:

Click or tap here to enter text.