



Partner form



Partner form

Please fill in the required fields. If a field has a limited number of characters, it is indicated below the input box. When finished, save the form using the 'Save as' function. Change the name to something logical, such as Partner_Form_ORGNAME.pdf, with ORGNAME being the short name of the organization.

This form is designed to be filled in using Adobe Acrobat Reader. It can be downloaded for free.

Get Adobe Acrobat Reader here:



1 Partnership types

In some cases, a single organization can have more than one role, so multiple categories can be selected.

Field Partner

A Field Partner is a local organization that carries out the project.

Support Partner

A Support Partner is an organization that supports the Field Partner in carrying out the project.

Funding Partner

A Funding Partner provides the funds to implement the project.

2 General information

Provide basic basic information about your organization below.

Full name:

(75 characters)

Short name:

A short organization name or abbreviation. This will appear in organization and partner listings. (25 characters)

Organization type:

Please choose your organization type.

Website:

The address of your website. For example <http://www.commonsites.net>

Logo image:

Save a high-res image file in the same folder as where you save this partner form and send both to CommonSites. Or copy/paste a url link to the image in the field below. The logo image should be less than 3.5 mb in size.

Logo URL:

3 Contact information

Contact person:
Name

Surname

Email:

Address:

Postal code: **City:**

State/region:
Optional

Country:

Phone:

Mob. phone:

Fax:

4 Description of the organization

Information about your organization should be put in this section.

Description:

A short description of the history, the goals and activities of your organization. (Unlimited)

5 Bank details (for Support Partners only)

Bank details will not be published on the website, they are only needed to enable CommonSites to transfer money to Support Partners.

Account name:

The name of the bank account.

Account address. The address of the holder of the bank account. In most cases, this will be the address of your organization.

PO Box:

Postal code:

Street name:

Building number:

City:

Country:

Account number:

The bank account number.

IBAN:

The IBAN is an European standard to identify individual bank accounts in Europe.
If you have a European bank account, please complete this field.

Bank name:

BIC or SWIFT:

The BIC (Bank Identifier Code, sometimes called SWIFT code) is used to identify individual banks.

Branch address. Full address of the bank holding the account - PO Box not accepted.

Postal code:

Street name:

Building number:

City:

Country:

Save the document

Don't forget to save this PDF-file. Click file>save as and choose a filename.