

## HAVEN DISTRIBUTION APPLICATION FORM 2008

### ONE APPLICATION FORM PER PRISONER

**MAXIMUM APPLICATION AMOUNT: £10 for dictionaries / £20.00 for textbooks**

Please read the following information carefully to avoid disappointment:

We will purchase **educational books relating to an educational qualification**, either academic or vocational, that could lead to employment upon release, to a **maximum of £20.00 per inmate per year**.

We will provide one book per successful application but we ask you to list an alternate choice (in section 5 on page 2 of this application) in case we are unable to provide your 1<sup>st</sup> choice book in a timely fashion.

Please speak to your tutor if you are unsure what title you should list as your alternate choice.

If the required book costs more than £20.00, the student can make up the difference by submitting a cheque or postal order.

**Please note that Haven will not purchase the following items:**

Encyclopaedias or atlases, religious publications, hobby books or law books for your own legal defence, autobiographies or general reading books, magazine or newspaper subscriptions, art materials/stationary/calculators/computers/musical instruments, a dictionary or thesaurus costing more than £10.00

Please contact the Prisoners' Education Trust if you require assistance in paying for your course.

### 1. EQUAL OPPORTUNITIES MONITORING

Providing us with the information in this section is voluntary and will have no effect on your application

<b>Ethnic Origin: please circle the ethnic description below that best describes you</b>			
ASIAN OR ASIAN BRITISH	BLACK OR BLACK BRITISH	MIXED	WHITE
Chinese	African	Black and White Caribbean	British
Bangladeshi	Caribbean	Black and White African	Irish
Indian		White and Asian	Scottish
Pakistani			Welsh
Any other Asian background	Any other black background	Any other mixed background	Any other white background
<b>If you would rather describe your ethnic background in another way, please do so here:</b>			
<b>Are you disabled? Yes / No</b> (please circle as appropriate)			
<b>Please tell us the year you were born:</b>			
<b>Have you ever served in the Armed Forces? Yes/ No</b> (please circle as appropriate)			
<b><i>Please turn over to complete page 2</i></b>			

Please return your completed application form to:  
Haven Distribution  
27 Old Gloucester Street, London, WC1N 3XX  
[www.havendistribution.org.uk](http://www.havendistribution.org.uk)

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<b>PLEASE PRINT IN BLOCK CAPITALS</b>	
1.1 SECOND NAME	
1.2 FIRST NAME	
1.3 PRISON NO.	
1.4 HMP	
<b>PLEASE ANSWER ALL QUESTIONS IN THIS SECTION INCOMPLETE APPLICATION FORMS WILL BE RETURNED TO YOU</b>	
3.1 NAME OF EDUCATIONAL COURSE	
3.2 QUALIFICATION	
3.3 EDUCATIONAL TUTOR	
3.4 DATE COURSE ENDS	3.5 EARLIEST DATE OF YOUR RELEASE (if you don't have the exact date, please make an estimate)
<b>Haven Distribution is now working in partnership with The Aldo Trust, and we would ask all applicants to answer the following question: Have you received financial support from the Aldo Trust in the past twelve months: Yes / No (circle as appropriate)</b>	

<b>PLEASE LIST THE BOOK YOU REQUIRE AND ONE ALTERNATE CHOICE</b>	
<b>4. FIRST CHOICE</b>	<b>5. ALTERNATE CHOICE</b>
4.1 NAME OF BOOK	5.1 NAME OF BOOK
4.2 AUTHOR(S)	5.2 AUTHOR(S)
4.3 ISBN:	5.3 ISBN:
<b>APPLICATION FORMS MUST BE SUPPORTED BY A LETTER FROM THE TUTOR OR ACCEPTANCE LETTER FROM COURSE PROVIDER (e.g. Open University)</b>	

Thank you for applying to Haven  
If your application is successful, we aim to get the book to you  
within one month of receipt of your application

Please return your completed application form to:  
Haven Distribution  
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[www.havendistribution.org.uk](http://www.havendistribution.org.uk)