|  |  |
| --- | --- |
| **Branch Name:** |  |
| **County Name:** |  |
| **Contact Name:** |  |
| **Email:** |  |
| **Date of Request:** |  |

**BRANCH INFORMATION** *(please replace the information within the* ***[****brackets****]*** *with your branch information)*

|  |
| --- |
| **Branch Number** |
| *BR****[branch number]*** |
| **Meeting Time** (Amend where necessary) |
|  *Branch meets at* ***[time]****every* ***[month]*** *at the* ***[venue name]*** *in* ***[location]****.* |
| **Branch Editor Contact Details** |
| If you wish to contact us or to report any inaccuracies or omissions on this site, please email **[Name + Email Address].** |
| **Details of Branch Officers** (Please fill in the [name] and [contact details email/telephone fields] and amend/add officer titles where necessary) |
| **President:** [President name] and [contact details if applicable email/telephone number]**Chairman:** **Vice Chairman: Secretary:Treasurer:** **Welfare Chairman:Standard Bearer:Poppy Appeal Organiser:**  |
| **Branch History** (Amend where necessary) |
| The **[Branch name1]** was first established in **[yyyy]** and merged with **[branch name2]** in **[yyyy]**.  |
| **Poppy Appeal Fundraising Figures** (Please replace the information in the [brackets]) |
| **[Branch Name]** Branch has shown its fundraising skills by once again improving on its Poppy Appeal total. We've topped **[£.........]** passing last year's final total of **[£............]**.Thank You to all the people of **[Branch/Town/Region name]** who have been so generous again. Anyone interested in helping in the next Poppy Appeal should contact our Poppy Appeal Coordinator on **[phone number/email]**. |