

BreezeCard Registration Process

Brought their BreezeCard with them?



Make a note of their BreezeCard number on your register.



Quote their BreezeCard number when recording their attendance at your event using BreezeCultureNetwork.org monitoring

NOTES

Please don't issue more than one BreezeCard per child, there is no need, once you have a note of their BreezeCard number on your register that is sufficient for recording attendance on Breeze Culture Network, they don't need to show it to you each time, you just mark their attendance each time

Please don't hang onto your copy of the registration forms/BreezeCard form, when you have issued a new card, please submit them to the address provided for prompt processing

You can use the BreezeCard Application form if you would prefer, doubling up with your Registration/Consent Form is just a way of saving work

Give each new BreezeCard holder their leaflet/application form (even if you use your Registration/Consent Form as the application form), it contains the Terms & Conditions of the BreezeCard

More about BreezeCard at www.breezeleeds.org/breezecard

CONTACT us at breeze@leeds.gov.uk

Not brought their BreezeCard with them?



Issue them with a BreezeCard from your stock of BreezeCards provided by Breeze.



Make a note of the BreezeCard number on your Registration/Consent form which also includes name, address (inc postcode), DOB, gender and also if possible email address, ethnic origin OR use a BreezeCard Application Form, whichever suits YOU



Send a copy of the Registration /Consent form to :

BreezeCard Membership Services Desk
2 Great George Street
Leeds, LS1 8BA

It must include the BreezeCard Number



Quote their BreezeCard number when recording their attendance at your event using BreezeCultureNetwork.org monitoring

When promoting your activity – leaflets/flyers/posters - please prompt children and young people to bring their BreezeCard with them when registering