



Secretary of State
 Alex Padilla
 P O Box 846
 Sacramento, CA 95812-0846
 916.653.1769 / 877.322.5227
 Fax: 916.653.7625



ENROLLING AGENCY AGREEMENT

Agency Name

Address

City	Zip Code	County
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Public Telephone Number	FAX
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Contact Person	Contact Telephone Number
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E-mail	Web Address
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In order to serve as a Safe at Home Enrolling Agency, your agency must be a registered 501(c)(3) California non-profit agency or a local Victim/Witness Assistance Program (Govt. Code Section 6208.5).

As an official Safe at Home Enrolling Agency (Govt. Code Sections 6206 and 6208.5), you agree to:

- Complete program orientation training scheduled by Safe At Home staff;
- Comply with Safe at Home policy and procedure by meeting in person with the applicant and providing application assistance; and
- Review and sign application materials before sending the completed enrollment packet to the Safe at Home office.

The Safe at Home Enrolling Agency and its staff must not discriminate against any person applying for Safe at Home services because of race, creed, color, national origin, gender, sexual orientation, age, or physical or sensory disability.

Agency Director (Print Name)	Director Phone Number	Director Email
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Agency Director Signature	Date
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Please complete the questionnaire on the other side. Then sign, date and return this form to:

Safe at Home
 P O Box 846
 Sacramento, CA 95812



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ENROLLING AGENCY QUESTIONNAIRE

- 1) Will your agency continue to assist applicants for the Safe at Home Program with the application process? Yes No
- a) If no, can your agency continue to display posters and provide Safe at Home application materials to your clients? Yes No
- 2) Whom does your agency serve? (please check all that apply)
- Survivors of Domestic Violence
 Survivors of Stalking
 Survivors of Sexual Assault
- 3) Does your agency provide advocacy for survivors at court proceedings? Yes No
- 4) Does your agency assist clients referred from the District Attorney's office? Yes No
- a) If yes, which District Attorney's office and who is the main contact there?
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- b) If no, what other types of referrals does your agency receive and respond to?
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- 5) Does your agency assist walk-in clients? Yes No
- 6) Does your agency provide housing assistance and/or shelter? Yes No
- 7) Does your agency serve men, women and children? Yes No
- a) If no, whom does your agency serve?
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- 8) Does your agency serve clients with disabilities? Yes No
- a) If yes, what accommodations does your agency make for those with disabilities?
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- 9) Must clients reside in the same county as your agency in order to be served? Yes No
- 10) What languages, besides English, are the primary languages of the clients you serve?
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Thank you very much for your assistance and for your continued partnership in the protection of Domestic Violence, Stalking and Sexual Assault survivors as a Certified Enrolling Agency for the Safe at Home Program! If you have any questions or if there are any changes to your agency we should know about, please call us by telephone at 916-653-1769 or via email at safeathome@sos.ca.gov .

Sincerely,

Safe at Home Program Administration
 Secretary of State's Office