

# AGENCY ENTRY/ UPDATE FORM

Complete this form if your organization would like to be included in the resource guide or to make changes to your information that is already included in the guide. Please indicate if this is a new entry or update. **Submit this form to info@advance.sc.gov or mail to 246 Stoneridge Dr., Ste. 250, Columbia, SC 29210.**

\_\_\_\_\_ **New Entry** \_\_\_\_\_ **Update (Complete agency name & information that requires updating)**

**Date:** \_\_\_\_\_

**Organization/Agency Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Contact Name (if applicable, for public users):** \_\_\_\_\_

**Contact Phone:** \_\_\_\_\_

**Fax:** \_\_\_\_\_

**Email address:** \_\_\_\_\_

**Website:** \_\_\_\_\_

**Service Hours:** \_\_\_\_\_

## Categories

Administrative \_\_\_\_\_

Clothing \_\_\_\_\_

Disability Services \_\_\_\_\_

Domestic Abuse \_\_\_\_\_

Education \_\_\_\_\_

Emergency Assistance \_\_\_\_\_

Employment \_\_\_\_\_

Financial Assistance \_\_\_\_\_

Food \_\_\_\_\_

Health \_\_\_\_\_

Mental health \_\_\_\_\_

AIDS/HIV services \_\_\_\_\_

Hotlines \_\_\_\_\_

Legal \_\_\_\_\_

Public Libraries \_\_\_\_\_

Shelter \_\_\_\_\_

Substance Abuse \_\_\_\_\_

Transportation Veterans \_\_\_\_\_

Women and Families \_\_\_\_\_

Youth Services \_\_\_\_\_

## Description:

\_\_\_\_\_  
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The information below is for internal use only.

Contact Name: \_\_\_\_\_

Contact Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_