

GROUP INFORMATION SHEET

NEW AA GROUP

A NEW GROUP must register and be approved by the respective Intergroup to become part of the AA Structure. It is necessary for a new group to complete a Group Information Sheet to register a group. When a group is registered, it will be given a group number, the General Service Office will provide this. ALL sections should be completed before submitting the form. For queries related to this form please contact the General Service Office at (01) 8420700.

Group Details

Group Name Group Start Date

Provincial Intergroup AA Area
(e.g. Area 11, Cork City Area, Antrim Area, Galway East Area)

Meeting Location Address for Physical Meetings

Address Line 1	
Address Line 2	
Address Line 3	
Town/City	
County	
Eircode (ROI)/Postcode (NI)	This ensures an accurate meeting location

Group Postal Address if different to above (Online Groups must include an address)

Full Name	
Address Line 1	
Address Line 2	
Address Line 3	
Town/City	
County	
Eircode (ROI)/Postcode (NI)	

Group Contact Information

	Name	Telephone No.	Signature
1			
2			
3			

Official AA Mailbox/Email address - Contact Information for Nominated Person

Each group is allocated an official AA Mailbox/Email Address. It allows AA Groups, Areas, Intergroups to communicate within the AA Structure and removes the need for AA members using personal information for service work in AA. GSO will only issue the login and password to the nominated user on this form. It should only be used by the nominated user and not shared with other people.

Name of Nominated Mailbox User	Contact No.

Email the completed Group Information Sheet to the relevant Provincial Intergroup Secretary
leinsterintergroupsecretary@alcoholicsanonymous.ie - munsterintergroupsecretary@alcoholicsanonymous.ie
connaughtintergroupsecretary@alcoholicsanonymous.ie - ulsterintergroupsecretary@alcoholicsanonymous.ie

Meeting Information

Meeting Type:	Open(O)	Closed (C)	Big Book (BB)	Step (S)	Tradition (T)	Beginners (B)
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Relevant Notes:	
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	Meeting 1		Meeting 2		Meeting 3		Meeting 4		Meeting 5	
Physical Only	Time	Type	Time	Type	Time	Type	Time	Type	Time	Type
Monday										
Tuesday										
Wednesday										
Thursday										
Friday										
Saturday										
Sunday										

	Time	Type	Meeting Platform	Meeting ID	Meeting Password
Online Only	Required		Optional - this information will be published to the AA website meeting finder section		
Monday					
Tuesday					
Wednesday					
Thursday					
Friday					
Saturday					
Sunday					

Verification of Information Submitted

By submitting the form, you are consenting that all information provided in the form can be used in line with the GSBAA Privacy Statement, available at www.alcoholicsanonymous.ie/privacy

Date of Group Conscience Meeting

(When the AA Group changes were agreed)

Name of Group Conscience Secretary

Name of person submitting the form

Contact No. for person submitting the form

Thank you for updating your group information.

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leinsterintergroupsecretary@alcoholicsanonymous.ie - munsterintergroupsecretary@alcoholicsanonymous.ie
connaughtintergroupsecretary@alcoholicsanonymous.ie - ulsterintergroupsecretary@alcoholicsanonymous.ie