

## NEW MEETING FORM

Contra Costa Service Center of AA  
185 Mayhew Way, Walnut Creek, CA 94597  
(925) 939-4155

Information	Please print legibly
The following information will appear in the printed meeting list.	
Group Name	<b>20 characters max</b>
Street and number	Indicate "Street", "Boulevard", "Lane" or similar
City and zip code	
Meeting Time	Day of Week _____ Time of Day _____ AM / PM
Meeting Type <small>Indicate all that apply from our standard meeting types list</small>	<input type="checkbox"/> b-Babysitting <input type="checkbox"/> B Big Book <input type="checkbox"/> c Closed <input type="checkbox"/> D Discussion <input type="checkbox"/> Med Meditation <input type="checkbox"/> L Literature <input type="checkbox"/> M Men <input type="checkbox"/> GL Gay <input type="checkbox"/> GL Lesbian <input type="checkbox"/> N Newcomer <input type="checkbox"/> S Step Study <input type="checkbox"/> W Women <input type="checkbox"/> Y Young <input type="checkbox"/> (w) Wheelchair Access
Location	<small>Location identifier, such as "St Mark's Church", "Room 12". "Near Wendy's" etc. <b>20 characters max – not required</b></small>
The following additional information will appear in the searchable on-line meeting list, along with the information above.	
Location Notes	<small>Additional location identifiers, such as "Behind the church" etc. - <b>not required</b></small>
Notes	<small>Additional information about your meeting, such as unusual schedule, birthday celebration dates etc. – <b>not required</b></small>

Person submitting:

Name \_\_\_\_\_ Date: \_\_\_\_\_

Service Position: \_\_\_\_\_

Phone Number (\_\_\_\_) \_\_\_\_\_ May we leave a message? Yes/No

Email (please print legibly): \_\_\_\_\_ @ \_\_\_\_\_

We will do our best to include your meeting in our database; however, your meeting may not be included immediately. Contact Orrin Carpenter at (925) 939-4155 for more information.

The staff of the Service Center is here to assist the groups so please call if you have any questions or need help.