

'A House For Karen' Application Form

To apply for a stay at 'A House for Karen' the following form is to be completed in full and returned to Box 319, New Plymouth or Faxed to 06 7598941 or e-mailed to stay@ahouseforkaren.co.nz. All applications will be considered by an independent selection board with notification being given within 3 weeks of receiving the application.

E-mail applications can be made online from our web site: www.ahouseforkaren.co.nz.

Hard Copy Forms are also available from: The Cancer Society-Taranaki, 71 Lorna Street, Westown, New Plymouth. Te Rangimarie Hospice, 5 David Street, Westown, New Plymouth 'A House For Karen' Head Office: 543B Devon Street East (Opposite the TSB Bank) Fitzroy, New Plymouth



a HOUSE FOR KAREN

supporting families with cancer

www.ahouseforkaren.co.nz

Patients Name _____ Patient Number (For Admin Purposes) _____

Taranaki Address _____

Nominated by _____ Seconded by _____

Organisation _____ Organisation _____

Eg: Taranaki Hospice, Cancer Society, Other

Contact Number _____ Contact Number _____

Contact E-Mail _____ Contact E-Mail _____

Doctors name _____

Contact number _____

Contact E-Mail _____

Type of illness _____

Prognosis / Life Expectancy _____

Sex _____ Age _____

Ethnicity Maori European Pacific Islander Asian Other

(For internal statistics & future funding purposes only)

Family Circumstances _____ Please describe on separate paper in 200 words or less

Purpose of Stay _____ Please describe on separate paper in 200 words or less

Other factors (Optional) _____ Please describe on separate paper in 200 words or less

Intended number of group _____

Preferred Start Date _____ (Within the next 3 months)

Intended number of nights _____ (maximum of 6 nights)

The applicant &/or family representative are also asked to accept responsibility for the house during their stay and to abide by the rules and expectations of the Karen Cornelia Trust and 'A House For Karen' Please ensure that you read through the 'Guidelines and Expectations' that form part of the application, before signing and applying for a stay

Official Information Act 1982 & Privacy Act 1993: The information given on this form is confidential to the 'A House for Karen' Trustees and members of the 'A House for Karen' Selection Board, together with respective administration personnel. It will not be made available to any other persons or groups and will not be used for any other purposes.

I hereby authorise and agree to the above details being verified with my doctor and the aforementioned parties, nominee & seconder.

I agree to the above details: (To be signed by the Patient)

Print Name _____

Signature _____

Date: _____

‘Guidelines and Expectations’ when staying at the house

On November 6th 2003 Karen Van Dillen lost her fight with cancer, aged 44.

In her memory, a charitable trust (The Karen Cornelia Trust) ‘KCT’ was set up by her husband Ron with the idea of building a holiday home as a haven for families suffering with cancer or any other serious illness.

The Trustees kindly request that people staying at the house respect the property and abide by a few simple guidelines to ensure that the house is being used appropriately in the spirit that it was established.

- No smoking is allowed in the house. If smoking in the grounds, in consideration for other users, please dispose of cigarette butts thoughtfully.
- No hangis or fires are allowed in the grounds or on the adjoining beach. Please contain fires to the Fire pit which has been specifically designed for this purpose
- Remove all footwear at the door to avoid sand and soil being carried through the house
- Please ensure that the ‘Lock Up Check List’ is carefully checked off when vacating the property (Copies of the list are near the door into the laundry)
- No tents, awnings or structures are to be erected in the grounds of the property
- No Pets
- No parking on the grassed or planted areas
- Large gatherings of people, over and above the applied for numbers for the stay, are not permitted
- Excess alcohol consumption and loud music is to be discouraged in respect for the property.
- Dry store groceries and supplies not used during a stay are to remain at the house for the benefit of future users
- Please leave the house in a clean and tidy manner as it was found, including replenishing used firewood and follow the ‘Lock Up Check List’ provided.
(Bed linen and towels will be washed at the end of the stay by a commercial firm)

Please report any breakages, damage or faults to the administration office of KCT
maintenance@ahouseforkaren.co.nz Ph: 06 7598940 Fax: 06 7598941

A phone is made available at the house for emergency reasons only and is not intended for general calls. Should any toll calls be made during a stay this will be picked up on the account and charged back to the family staying at the house at this time. It is therefore the stayer’s responsibility to ensure that this facility is not abused.

Thank you for your consideration.

The Trustees & supporters of the Karen Cornelia Trust
& ‘A House for Karen’