

Client Contact Details

Date:

Name: Phone:

Full Address:

Suburb: Email:

How did you hear about us?

Community Services Card #: Expiry Date:

Gold Card number:

STATISTICAL INFORMATION REQUIRED Please Circle:

Ethnicity: NZ European/Pakeha NZ Maori Iwi: Pacific Island Asian Other (specify):

Health: Does anyone living in your home have any medical conditions or disabilities?

What are the ages of the people in your home?

18-29 years	30-64 years	65+ years

OFFICE INFORMATION

Date completed: Card sighted: Number of curtain pairs: Singles: Curtain Tracks: Data entered:

**Curtains:** Measure your windows exactly as described. **Do not** add extra as this will limit your choices at the Curtain Bank. We will add on the extra length. **We do not supply net curtains.**

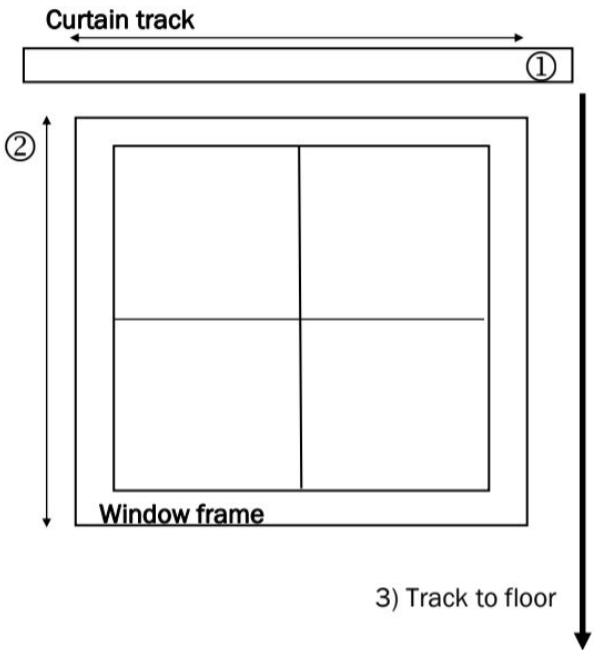
**We DO NOT supply curtains for: Spare bedrooms, offices, studies, bathrooms, or kitchens.** Kitchen curtains are only provided if part of the living area, e.g., open plan. Please state if the kitchen window is over a bench.

**IMPORTANT! Please read the following measuring instructions carefully.**

**How to measure your windows:**

Please use centimeters.

- 1. Track Width:**  
Measure your track. If there is no track, measure the outside edges of the frame.
- 2. Window Length:**  
Measure from the top of the track to the bottom of the window sill.
- 3. Drop Length:**  
Measure from the top of the track to the floor.



Room name + Number the windows per room.	Track width: Measure your track. If there is no track, measure the outside edges of the frame.	Window length: Track to frame end. We will not provide you with curtains without this measurement. It needs to be accurate.	Drop length: Measure from the top of the track to the floor. We will provide the longest length we can.
NOTES:			

## Dunedin Curtain Bank

Warmer Homes - Healthier Futures  
174 Princes Street, Dunedin Central, 9016  
**021 224 0922**  
manager@dunedincurtainbank.org.nz

OPEN: Monday - Wednesday 9am - 3pm



## Dunedin City Council Housing Referral Form: ONLY



### What we provide:

All our curtains are donated. In most instances, they are second hand. We allocate curtains based on size. *Our staff and volunteers will select curtains based on the sizes needed and what we have available.*

We will line people's curtains instead of providing new curtains, provided they are in good condition and fit the windows appropriately. They need to be washed and dried in advance to being brought in.

- You may be waiting up to 4 weeks for your curtains to be ready.
- We will call you as soon as your curtains are ready.

### We cannot accept applications without ...

- sighting proof that you live in DCC housing or
- Without **ALL** the window measurements required on the application form.

**Thank you.**