liquor accord survey

\* Insert name of liquor accord \*

# PURPOSE:

Explain the purpose of the survey (e.g. to obtain feedback from members on how to improve their attendance at meetings and overall engagement with our accord).

# INSTRUCTION:

Provide any instructions for completing the survey. Be sure to provide details around confidentiality (e.g. all survey responses will remain confidential and will not be shared with other members of the accord).

# PERSONAL INFORMATION

|  |  |
| --- | --- |
| Full name |  |
| Venue / business name |  |
| Phone |  |
| Email |  |

# SURVEY QUESTIONS

The following is a list of sample questions only.

We recommended using a rating scale for some of the questions
(e.g. 1 = poor, 2 = fair, 3 = neutral, 4 = good, 5 = very good).

How well do you understand the purpose and function of our accord? (Circle your answer)

1 = poorly, 2 = fairly well, 3 = uncertain, 4 = well, 5 = very well

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **1** | **2** | **3** | **4** | **5** |

How often do you attend meetings?

|  |
| --- |
|  |

Tell us about any factors affecting your attendance at meetings?

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| --- |
|  |

What is your preferred meeting time?

|  |
| --- |
|  |

What is your preferred meeting frequency (e.g., monthly, quarterly etc.)?

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| --- |
|  |

Do you have any suggestions for improving your attendance at meetings?

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|  |

How satisfied are you with the information provided at our meetings?

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| --- |
|  |

Tell us about any topics, issues, or agenda items you would like discussed at our meetings?

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| --- |
|  |

Are there any other government and/or non-government organisations you would like to attend our meetings?

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| --- |
|  |

How satisfied are you with the accord’s \*insert name\* initiative?

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| --- |
|  |

Tell us about any strategies or initiatives you would like our accord to be involved in?

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| --- |
|  |

If there was one priority our accord should be focusing on, in a few words tell us what this should be?

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|  |

Are there any other issues or comments you would like to make today about our accord or this survey?

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| --- |
|  |

Return completed survey to \*insert email address\*