

Grant	
For office use only	
Date Received	16-9-19
Fee	Free of Charge
Lalpac number	043496
Board Hearing	
Permit Number	HH

Community Safety and Street Scene - Licensing

Application for a House to House Collections Permit

House to House Collections Act 1939

House to House Collections Regulations 1947 (as amended)

Data Protection Act, 1998

We may use the information you have provided in this form to carry out checks to prevent and detect fraud or crime. We may use the information in this way or for connected purposes, and we may also share the information with certain other people or organisations that manage or protect public funds. By signing this application, you are agreeing to us using your information in this way.

Please answer all the questions on this form in **BLOCK CAPITALS** and in ink. Enter **NONE** or **N/A** as appropriate in all boxes you do not enter information in.

Applicants (Promoter) personal details

1. Your Title (Mr, Mrs, Miss, etc): Date of Birth:

Surname: First names:

Address (either home or Business): Post code:

Daytime phone number: Mobile phone number:

E-mail address:

Details of the charity which the collection will benefit

2. Name of Charity:

Head Office address for the Charity: Post code:

Contact phone number: Mobile phone number:

E-mail address:

2.a. Are you an employee/Volunteer for this Charity YES No

If YES, please state your position within the Charity:

*If NO you must supply a letter with this application form from the Charity/Society to benefit from the collection which is authorising you to organise the collections on behalf of the charity/society's.

2.b. Objective/aims of the charity/fund to benefit from the proceeds of this collection.

Please attach supporting information, web site details etc.

National Hereditary Breast Cancer Helpline. items from 'Bagging out' to sell in their charity shops.

2.c. Explain how this Charity/fund collection will benefit the people of Rotherham

Please attach supporting information, web site details etc.

keeping the information centre open

2.d. Is this charity/fund a UK registered charity

Yes No

Registered Charity Number

Collection details

3. Over what parts of the licensing area is it proposed that collections will be made?

ALL

3.a. Over what periods in the year, dates & times, is it proposed that collections will be made?

ANY + ALL

3.b. How many collectors will be used to make the collections:

3

3.c. Is it proposed to collect money including direct debits as money:

Yes No Direct Debits

3.d. Is it proposed to collect "other" types of property

Yes No

If Yes, what other type(s) of property will be collected (Include direct debits as a collection of money)

Is it proposed to Sell, Give Away, or Use this "other" property

Sell Give Away Use

3.e. Are applications also being made for licences for the same purposes in other areas of the UK:

Yes No

If Yes, which other licensing authorities

SHEFFIELD

Will these collectors be the same collectors as those you intend to use in this authority

Yes No

3.f. Is it proposed to promote this collection in conjunction with a street collection

Yes No

If Yes, is it proposed to combine the House to House and Street Collection accounts or submit separate accounts:

Combined accounts Separate accounts

3.g. If the collection is for a War Charity, state if the charity has been registered or exempted from registration under the War Charities Act 1940, and give the name of the registration authority, date of registration or exemption in the box below.

Funds raised following collections

4. Are all of the collections takings to be paid over to the Charity Yes No

If NO, please state the purposes for which taking will be used

4.a. Please state how much will be deducted for expenses or other reasons

£

4.b. Is it proposed to use some of the takings for the payment of any persons Yes No

If YES; is it to Collectors Yes No is it to Other Persons Yes No

4.c. Please state how much will be deducted; for what reasons, and, if applicable what "other persons" will be paid:

£

Details of company or organisation responsible for these collection

5. Name of Company/Organisation to carry out collections:

Office address of the

Company/Organisation:

<input type="text"/>	Post code	<input type="text"/>
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Contact phone number:

Mobile phone number:

E-mail address:

5.a. Are you an employee of this Business/Organisation YES No

If YES, please state your position within the Business/Organisation:

*If NO you must supply a letter with this application form from the Charity/Society to benefit from the collection which is authorising you to organise the collections on behalf of the charity/society's.

Licensing history of Charity/Collection Company

6. Has the applicant, charity or collections company ever held a house to house collection permit before? Yes No

If 'Yes', who issued it?

What date was it granted?

What licence number was it?

6.a. Have you, or to your knowledge anyone associated with this collection, ever had a house to house licence or order with this local authority, refused, or revoked before? Yes No

6.b. Have you, or to your knowledge anyone associated with this collection, ever had a house to house licence or order, with any other authority refused, or revoked before? Yes No

If Yes, where was it held; when was it refused, or revoked and why was it revoked?

Please use an extra sheet if required.

Applicants (Promoter) "Criminal Records" history

7. Convictions & Cautions Details. In the boxes below list any convictions/cautions etc you may have which are not considered as "spent" with in the terms of the "Rehabilitation of Offenders Act 1974".

7.a. Have you ever been convicted of a criminal offence(s), or received any police cautions warnings or reprimands? etc, (If you answer YES to this question give details in the box below.) Yes No

7.b. If you are waiting to hear about any prosecution enter the court name hearing the case: If known give date of future court hearing date: / /

Date of conviction(s)	Details of Offence(s) and Conviction(s)	Sentence Or Penalty
/ /		
/ /		
/ /		
/ /		
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/ /		
/ /	Use an extra sheet of paper if required	

This form is to apply for a house to house promoters collection permit. The permit, if granted, would allow the promoter to authorise collectors to collect from door to door for charitable purposes only. No collection for a charitable purpose may be made in this Local Authority area unless the promoter is an appropriately licensed promoter by this authority. (Or holds an exemption granted by the Secretary of State from obtaining a licence from this authority.)

The applicant's attention is drawn to the House to House Collections Act 1939, and to paragraph 4 of the House to House Collections Regulations 1947 (as amended); on the 12 December 1947. This paragraph provides that ordinarily an application for licence shall be made not later than the 1st day of the month preceding that in which it is proposed to commence any collection.


Declaration

I am aware that should a House to House Collection Licence be granted to me the collection must take place in strict compliance with the House to House Regulations, which I have read and fully understand.

I am aware that it is also necessary for me to submit a certified form of statement within at least 28 days of the collection having taken place.

In pursuance of Section 2 of the House to House Collections Act 1939, I hereby apply for a licence allowing me to promote the collection, of which particulars are given in this form.

Applicants
Signature



Date applicant signed form

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