

SOUTH HAMS DISTRICT COUNCIL

HOUSE-TO-HOUSE COLLECTIONS ACT 1939

APPLICATION FOR A LICENCE

To: Environmental Health Department, South Hams District Council
Follaton House, Plymouth Road, Totnes TQ9 5NE

In pursuance of Section 2 of the House-to-House Collections Act 1939, I hereby apply for a licence authorising me to promote the collection of which particulars are given below.

Signed Date

COLLECTION INFORMATION

1.	Surname (CAPITAL LETTERS) Other names	
2.	Address Daytime contact telephone number	
3.	Details of the charitable purposes to which proceeds of the collection are to be applied.	
4.	Where is the collection taking place?	
5.	When is the collection taking place?	
6.	Are you collecting money?	
7.	Are you collecting other property? If so, of what nature and are you planning to sell such property, give it away or use it?	
8.	How many people will be authorised to act as collectors in the district?	
9.	Is any remuneration being paid out of the proceeds of the collection:- (a) to collectors ? (b) to other persons? If so, at what rates and to whom?	

<p>10. Is this application being made for licences to collect for the same purpose in other areas? If so, where? How many people <u>in total</u> will be authorised as collectors?</p>	
<p>11. Has the applicant or, to the knowledge of the applicant, anyone associated with the promotion of the collection been refused a licence or order under the Act, or had a licence or order revoked? If 'yes' please give particulars.</p>	
<p>12. Are you promoting this collection with a Street Collection? If 'yes', do you want the accounts of this collection combined wholly or in part with the amount of the Street Collection?</p>	
<p>13. If the collection is for the War Charity, state if such charity has been registered or exempted from registration under the War Charities Act 1940, and give name of registration authority and date of registration or exemption.</p>	

WHEN COMPLETED THIS FORM SHOULD BE RETURNED TO:-
ENVIRONMENTAL HEALTH DEPARTMENT, SOUTH HAMS DISTRICT COUNCIL,
FOLLATON HOUSE, PLYMOUTH ROAD, TOTNES, TQ9 5NE

Note: Any application for a licence **MUST** be made by the first day of the month preceding the month in which you wish to hold the collection, although this may be relaxed in special circumstances.

Data Protection and Antifraud Statement

The information that you have provided will be held by South Hams District Council and will be used to process your application. It will be held securely at all times in accordance with current Data Protection legislation.

We must protect the public funds that we handle, so we may use the information you have provided on this form to prevent and detect fraud. We may also share this information with other organisations that handle public funds. Information you provide may also be used to check the accuracy of records held elsewhere in the council.

If you wish to see the personal data that the Council holds about you please contact the Data Protection Officer.