

TENDRING DISTRICT COUNCIL

HOUSE TO HOUSE COLLECTIONS ACT 1939

APPLICATION FOR HOUSE TO HOUSE COLLECTION PERMIT

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:

Dated:

PARTICULARS OF COLLECTION
[Please complete in block letters]

1.	Surname First Name
2.	Address Telephone Number:
3.	Name of Charity	
4.	Please give particulars of the charitable purposes to which the proceeds of the collection are to be applied. [Full particulars should be given and, where possible, the most recent accounts of any charity which is to be benefit should be enclosed]	
5.	In which area of the Tendring District is it proposed that the collection should take place?	
6.	When do you propose to hold the collection?	From: To:
7.	Do you propose to collect money?	YES/NO
8.	Do you propose to collect other property? If so, please state what type of property will you be collecting and whether you will be selling it, giving it away or using it.	YES/NO

9.	What proportion of the monies collected will be used to cover office and/or administration expenses?	
10.	How many people do you require to be authorised to act as collectors in respect of this application?	
11.	Is it proposed that remuneration should be paid out of the proceeds of the collection: (a) to collectors (b) to other people If so, at what rates and to whom would this be paid.	YES/NO YES/NO
12.	Have you, the applicant, or to your knowledge, anyone who is associated with the promotion of this House to House Collection, ever been refused a Licence or Order under the Act, or had a Licence or Order revoked? If so, please give particulars.	YES/NO
13.	Do you wish to promote this collection in conjunction with a street collection? If so, is it your intention to combine the account of this collection with the account of the street collection, either wholly or in part?	YES/NO
14.	If the collection is in respect of a War Charity, please state if such Charity has been registered or exempted from registration under the War Charities Act 1940 and give the name of the registration authority and date of the registration or exemption.	

- N.B.** (i) Applications for House to House Collection Permits should be made not later than the first day of the month preceding the month in which it is proposed to commence collecting.
- (ii) It is important that the Chief Promoter should have knowledge of the provisions of the House to House Collections Regulations 1947 made by the Secretary of State. A copy of these Regulations may be obtained from the Government Bookshop, HMSO, Post Box 276, London SW8 5DT.

Please sign below to state that you have read the above-mentioned Regulations and are prepared to see that the provisions thereof are observed in every respect:-

..... Signed:

This form should be returned to the Licensing Manager, Tendring District Council, Licensing Section, Town Hall, Station Road, Clacton on Sea, Essex CO15 1SE

Please be aware that the Licensing Office is only open for personal callers by prior appointment only.