



## Application for a House to House Collections Permit

House to House Collections Act 1939

**I hereby apply for a permit authorising me to conduct a House to House collection, the particulars of which are specified below.**

1.	<p>Surname (IN BLOCK CAPITALS) .....</p> <p>Other Names .....</p> <p>Home Address: .....</p> <p>.....</p> <p>Postcode .....</p> <p>Home Telephone Number .....</p> <p>Mobile Telephone Number .....</p> <p>Work Telephone Number .....</p> <p>E-mail address .....</p>
2.	<p>If applying of behalf of a Registered Charity, please quote the Registration Number: .....</p> <p>Are you applying on behalf of a professional Fund-Raiser or Commercial Participator (as defined by the Charities Act 1992)? <b>YES / NO</b></p> <p>If <b>YES</b>, please quote full details:</p> <p>Full name of Company):.....</p> <p>Company Registered No.: .....</p> <p>Registered Address: .....</p> <p>..... Postcode.....</p> <p>Telephone Number:.....Email address:.....</p>
3.	<p>On what period of the year is it proposed to collect?</p> <p>Provisionally booked for.....</p>

4.	<p>In what areas of the town/city is it proposed that the collection should be made?</p> <p>Provisionally booked for.....</p>
5.	<p>Is it proposed to collect money? <b>YES / NO</b></p> <p>If <b>YES</b>, is it proposed to collect other property? Of what nature? And is it proposed to sell such property or give it away?</p> <p>.....</p> <p>.....</p>
6.	<p>Approximately how many persons is it proposed to authorise to act as collectors in the area of the authority to which the application is addressed?</p> <p>.....</p>
7.	<p>It is proposed that remuneration should be paid out of the proceeds of the collection to:</p> <p>(a) Collectors? <b>YES / NO</b></p> <p>(b) Other persons? <b>YES / NO</b></p> <p>If <b>YES</b>, at what rates and to what classes of persons?</p> <p>.....</p> <p>.....</p>
8.	<p>Is application being made for licenses for collections for the same purpose in other areas? <b>YES / NO</b></p> <p>If <b>YES</b>, to what authorities and approximately how many persons in all is it proposed to authorise to act as collectors?</p> <p>.....</p> <p>.....</p>
9.	<p>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? Please give details:</p> <p>.....</p> <p>.....</p>

10.	<p>Is it proposed to promote this collection in conjunction with a street collection? <b>YES / NO</b></p> <p>If <b>YES</b>, is it desired that the accounts of this collection should be combined wholly or in part with the account of the street collection?</p> <p>.....</p> <p>.....</p>
11.	<p>If the collection is for a War Charity, state if such charity has been registered under the War Charities Act 1940 and give the name of the registration authorities and date of registration or exemption.</p> <p>.....</p> <p>.....</p>

## SECTION C – Declaration

1.	<p>I confirm that the information I have given is correct to the best of my knowledge and belief. I understand that I shall be liable to prosecution if I have knowingly or recklessly made a false statement or omitted any relevant information.</p> <p>Signed..... Date .....</p>
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SEND COMPLETED FORM TO:

Email: [licensing@wokingham.gov.uk](mailto:licensing@wokingham.gov.uk)

Licensing, Wokingham Borough Council, Civic Offices, Shute End, Wokingham RG40 1BN

Phone 0118 974 6000

*This authority is under a duty to protect the public funds it administers, and to this end may use the information you provide on these forms for the prevention and detection of fraud. It may also share this information with other bodies responsible for auditing or administering public funds for these purposes.*