

# HOUSE TO HOUSE COLLECTIONS ACT 1939

## APPLICATION FOR LICENCE

**NOTE:** Two weeks notice is required for the issue of a permit and all applications **MUST** be accompanied with a **SUPPORTING LETTER** endorsed by the Charity or Society being represented.

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:** \_\_\_\_/\_\_\_\_/20\_\_\_\_

### PARTICULARS OF COLLECTION

1. Full name of applicant:

2. Full address of applicant:

3. Contact telephone number:

4. For which Charity / Society is the collection taken place for and where are the proceeds being sent to?

5. Over which area(s) are you proposing to collect?

6. Over what period is the collection taking place?

7. Are you proposing to collect money?

8. Are you proposing to collect in other forms?  
If so, in what nature?

9. Approximately how many people are you proposing to authorise to act as collectors in the area to which this application is made?

10. Are you proposing that a payment should be paid out of the proceeds of the collection to either collectors or other persons?  
If so, please provide details.

11. Is the application being made for the same purpose as in other areas?  
If so, to what Authorities?

12. Has the applicant / anyone connected with the promotion of the collection been refused a licence or order under the Act, or had a licence or order revoked? If so, please provide details.

13. Is it proposed to promote this collection in conjunction with a Street Collection?  
If so, will the accounts be submitted together or as separate?

14. 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?  
What is the name of the registration Authority and date of registration or exemption?