



Police, Factories, Etc (Miscellaneous Provisions) Act 1916

**STATIC STREET COLLECTION**

<p>1. Surname of Applicant:</p> <p>Other Names:</p> <p>Date of Birth:</p>	<p>(Mr/Mrs/Miss/Ms) .....</p> <p>.....</p> <p>.....</p>
<p>2. Home Address of Applicant:</p> <p>Daytime telephone number:</p>	<p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p>
<p>3. Name and Address of Society or Organisation responsible for the conduct of the collection:</p> <p>Telephone Number:</p> <p>Are you a member of this Society or Organisation?</p>	<p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>*Yes/No</p>
<p>4. Name and Address of the Charity or Fund which is to benefit from the proceeds of the collection:</p> <p>Telephone Number:</p> <p>Are you an officer of this Charity or Fund? If yes, state position/title within charity:</p> <p><b>If not you must supply a letter from them this application authorizing you to collect on their with behalf.</b></p>	<p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>*Yes/No</p> <p>.....</p>
<p>5. Is the Charity Registered with the Charity Commission? (If you are collecting on behalf of more than one charity please give the registration number of each)</p>	<p>*Yes/No</p> <p>Registration No: .....</p>
<p>6. Objects of the Charity:</p>	<p>.....</p> <p>.....</p> <p>.....</p>

<p>7. Please state place and date required for the Collection, please give alternatives:</p>	<p>1st choice .....</p> <p>2nd choice .....</p> <p>3rd choice .....</p> <p>4th choice .....</p>
<p>8. Are the whole of the receipts to be paid over to the Charity or fund? If not, please state the purpose for which deductions will be made?</p> <p>Please state approximately how much will be deducted for expenses or other purposes?</p> <p><b>NB: please note that no deductions can be made unless details are specifically stated on this form</b></p>	<p>*Yes/No</p> <p>.....</p> <p>.....</p>
<p>9. Have you previously been granted a street collection permit by this authority?</p> <p>If yes please give the date of any collections held within the last calendar year:</p>	<p>*Yes/No</p> <p>.....</p> <p>.....</p>
<p>10. Has the applicant or to the knowledge of the applicant, anyone associated with the collection, been refused a permit in respect of any charitable collection, had a permit revoked, or has anyone connected with the organisation any convictions for dishonesty offences?</p> <p>*Yes/No</p> <p>Is there or has there been any Police or Charity Commission inquiry into any person connected to the organisation or the organisation itself?</p> <p>*Yes/No</p>	
<p>11. Give the name, home or business address and designation of any person who will certify the Statement of accounts:</p> <p>Please state the qualifications of the accountant:</p> <p>For small organisations without an accountant the Statement of accounts can be certified by your bank.</p>	<p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p>

\* Delete words which do not apply  
Please answer all questions fully in order that the processing of your application is not delayed.

Whilst you may specify more than one date, it is the Council's policy not to permit any one organisation to have more than one Street Collection in any calendar year. It is also the Council's policy not to allow more than one Street/House to House Collection in the same area of town or village on the same day.

Under normal circumstances you will need to give us at least 30 days' notice of the days you wish to conduct Street Collections. If the date you require is already booked, we will endeavour to offer you an acceptable alternative.

If a permit is granted you will be sent a copy of the Regulations made by the Council with regard to Street Collections and the collection must be organised in strict compliance therewith and a statement of the result of the collection given to the Council in accordance therewith. Failure to comply with the Regulations in whole or in part will be taken into consideration on any future application for a permit thereunder

**Please return the complete form via email to [licensing@richmondshire.gov.uk](mailto:licensing@richmondshire.gov.uk)**

**or via post or in person to:-**

**Licensing Team  
Richmondshire District Council  
Mercury House  
Station Road  
RICHMOND  
North Yorkshire  
DL10 4JX**



#### **Data Protection Act 1998**

Information you give us may be held in our computer or manual records. Strict confidentiality will be observed and for your information will only be processed for the purposes of: Accounts and Records, Environmental Health, Planning, Licensing, Registration and Regulation, Crime Prevention and Prosecution of Offenders.

Your information may be shared with other services of the Council and other outside organisations (Police, Inland Revenue, Department of Working Pensions). Please tick the box if you do not wish this to happen.

The data will be held for 7 years and then destroyed. However, we may contact you during this time to see if any of the information has changed.

#### **Freedom of Information Act**

Please note that under the Freedom of Information Act, the Council may have to disclose to the public any information that it holds regarding your premises, including this record, unless it is exempt.