

**POLICE, FACTORIES, ETC (MISCELLANEOUS PROVISIONS) ACT 1916
LOCAL GOVERNMENT ACT 1972**

APPLICATION FOR A PERMIT TO CARRY OUT A STREET COLLECTION

1) DETAILS OF APPLICANT

Full Name of Applicant	
Address of Applicant	
Date of Birth	
Place of Birth	
Telephone Number	
Fax Number	
Mobile Number	
Email Address	

2) SOCIETY/ORGANISATION DETAILS

Name of Organisation	
Address of Organisation	
Telephone Number	
Registered Charity Number (If Applicable)	

Is your organisation (a) or (b)?
Please state which -

- (a) Charitable Organisation
 (b) Professional Fundraiser

3) PARTICULARS OF CHARITABLE PURPOSE

Briefly outline the aims of the charity, and where the funds will be allocated	

4) COLLECTION DETAILS

Please state the areas within the Borough and the dates when you propose to collect

AREA	DATE

Please state your alternative choice within the Borough **and/or** alternative dates when you propose to collect

AREA	DATE

Please give a brief description of the methods to be adopted in making the collection	
Is it proposed to collect other property? If so, what is the nature? Is it proposed to sell such property or to give it away?	<input type="checkbox"/> Yes <input type="checkbox"/> No

5) COLLECTOR DETAILS

Approximately how many persons are to act as collectors? (Max of 12, without prior consent)	
Is it proposed that remuneration should be paid out of the proceeds of the collection –	<input type="checkbox"/> Yes <input type="checkbox"/> No
(a) to collectors (b) to other persons	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No
If YES what proportion of the proceeds of the collection is to be applied to the stated charity. Please give details.	

6) COLLECTIONS WITHIN OTHER AUTHORITIES

Has an application been made by you On behalf of this or any other organisation for a collection permit in any other area?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If so which authorities?	

7) APPLICATION HISTORY

Has the applicant, or to the knowledge of the applicant, any associated with the collection been refused a permit in respect of any charitable collection, had a permit, or order revoked, or has anyone collected with the organisation any convictions for dishonesty? If yes please attach details	[<input type="checkbox"/>] Yes [<input type="checkbox"/>] No
Is there, or has there been, to the knowledge of the applicant, any Police, or Charity Commission inquiry into any person connected to the organisation or the organisation itself? Is yes, please attach details.	[<input type="checkbox"/>] Yes [<input type="checkbox"/>] No

8) REQUIRED DOCUMENTS

If you intend to collect in a shop/shopping mall, or on any private land, you must include a confirmation letter from the management of that organisation. No applications shall be considered without this document.

I HEREBY CONFIRM THAT TO THE BEST OF MY KNOWLEDGE ALL THE INFORMATION SUPPLIED IS CORRECT AND APPLY TO WARRINGTON BOROUGH COUNCIL FOR A PERMIT AUTHORISING ME TO PROMOTE THE STREET COLLECTION, OF WHICH THE PARTICULARS HAVE BEEN GIVEN

SIGNED
(applicant)

DATED

Notes

- 1) The method of collecting should be in a sealed container
- 2) The application form should be submitted to the authority no later than one month prior to the date the collection is proposed to take place
- 3) Should a Permit be granted, the Statement of Return must be received no later than one month after the collection. Failure to do so may result in legal proceedings being instituted and any further applications being refused.

Please return to

Licensing Department, New Town House, Buttermarket Street, Warrington, WA1 2NH

COMPLETION OF APPLICATION FORM

- Question 1 The full name and address of the applicant, together with contact telephone number and date of birth.
- Question 2 The name and address of the Society should be given, together with the Registered Charity Number (If Applicable).
- Question 3 A brief description of the Society's aims and objectives should be provided. In the case of a Society applying to the Council for the first time, it would assist consideration of the application if some additional written information in the Society could be provided, e.g. leaflets/fact sheets.
- Question 4 The area(s) required should be clearly and precisely stated e.g. Town Centre, Westbrook, Stockton Heath, along with the date(s) required. You should also where possible state alternative area(s) and date(s) in the event that we cannot accommodate your first choice.
- Question 5 You must fill in the details of the Collectors, please note that you are allowed a maximum of 12 collectors at any one collection.
- Question 6 Please state if you have applied to other Licensing Authorities for charitable street collections.
- Question 7 Please confirm if you have had a previous application/permit refused or revoked and if there has ever been an inquiry by the Police or Charity Commission into your Society.
- Question 8 Please note that if your collection is in a shop/shopping Mall or on any private land, you no longer need a Street Collection Permit as long as you have the landowners permission.

Please remember to sign and date your application(s) accordingly.