

STREET COLLECTIONS

**APPLICATION FOR PERMISSION TO HOLD A STREET COLLECTION TO COLLECT MONEY OR SELL ARTICLES
IN STREETS OR PUBLIC PLACES WITHIN THE BOROUGH OF RUNNYMEDE FOR THE BENEFIT OF
CHARITABLE OR OTHER PURPOSES**

The regulations governing Street Collections are attached for retention by the applicant

1. Name and address of Society, Committee or body responsible for the collection or sale
 Telephone No.

2. Name and address of the person making the application who will be jointly responsible for the collection or sale
 Telephone No.

3. Name of Charity or Fund which is to benefit
 Charity Commission No. (where applicable)

4. Objects of the Charity or Fund

5. Date and hours during which it is desired to make the collection or sale
 Date
 Hours

6. Locality within which it is desired to make the collection or sale (Runnymede area includes: Addlestone, Chertsey, Egham,
 Englefield Green, New Haw, Virginia Water, Woodham, Hythe, Ottershaw, Thorpe)

7. Is it proposed to hold the collection in conjunction with a carnival, procession or other event which will require the relaxation of Regulations 7 or 10 of the attached Street Collections regulations?
 If so, give a brief description of function

8. a) By what method will the collection or sale be made? (e.g. in sealed tins or other receptacles)
- b) What arrangements are proposed to ensure that the money collected is handed over with the least possible delay to the person responsible for the proper application of the money?
9. Disposal of the receipts
- a) Is it proposed that the whole of the receipts shall be paid over for the benefit of the Charity or Fund, or will any deduction be made for expenses or for any other purpose?
- b) If any deduction is to be made, state for what purpose and give an estimate of the sum which will be deducted
10. Is an application being made for licences for collections for the same purpose in other areas?
- If so, to what Councils?
11. Have you ever been refused a licence by another Council. If yes please give details
12. Is it proposed to promote the collection in conjunction with a house to house collection?
- If so, state whether the house to house collection will be conducted under -
- a) a Home Office Exemption, or
- b) a licence -
- (i) which has already been issued by the Council, or
- (ii) for which an application has been, or is to be made to the Council
- c) Gives dates of any proposed house to house collection

I have read and agree to abide by the street collections regulations attached and confirm that all the information given above is correct to the best of my knowledge.

Signature of Applicant

Date

Return this form to Miss C Pinnock, Committee Section, Department of Administration and Leisure, Runnymede Borough Council, Civic Offices, Station Road, Addlestone, Surrey, KT15 2AH.