



Application for Permission to Hold a Charitable Street Collection

Police, Factories, etc. (Miscellaneous Provisions) Act 1916 and Local Government Act 1972

For help contact
envhealthandlicensing@cornwall.gov.uk
Telephone: 0300 1234 212

SECTION 1

Are you an agent acting on behalf of the applicant? Yes/No
Put "no" if you are applying on your own behalf or on behalf of a business you own or work for.

APPLICANT DETAILS

First name.....

Family name.....

Email.....

Main telephone number (including country code).....

Other telephone number.....

Tick here if you would prefer not to be contacted by telephone []

Are you:

Applying as a business or organisation, including as a sole trader []

Applying as an individual [] (please go to section 2)

(A sole trader is a business owned by one person without any special legal structure. Applying as an individual means you are applying so you can be employed, or for some other personal reason, such as following a hobby.)

APPLICANT BUSINESS

Is your business registered in the UK with Companies House? Yes/No

If yes, please provide the registration number.....

Is your business registered outside the UK? Yes/No

If yes, please provide the following information:

Commercial Register.....

*The entity with which your business is registered, for example
"Amsterdam Chamber of Commerce".*

Registration number.....

Business name.....

If your business is registered, use its registered name.

VAT number.....

Put 'none' if you are not registered for VAT.

Legal status.....

Choose from: *Private Limited Company*
 Partnership
 Sole Trader
 Public Limited Company
 Charity or Association
 Public Body

Your position in the business.....

Home country.....

The country where the headquarters of your business is located.

Business address

*If you have one, this should be your official address - that is an address
required of you by law for receiving communications.*

Building number or name.....

Street.....

District.....

City or town.....

County or administrative area.....

Postcode.....

Country.....

SECTION 2

FURTHER DETAILS ABOUT THE APPLICANT

*Please note: the applicant must be the organiser of the proposed
collection.*

Former name(s).....

*If currently or previously known by any other name(s), you must record
them here.*

Home address

Building number or name.....

Street.....
District.....
City or town.....
County or administrative area.....
Postcode.....
Country.....

Further details

Date of birth.....
Place of birth.....

SECTION 3

ORGANISATION WHICH IS RESPONSIBLE FOR THE COLLECTION

Provide a brief description of the organisation and its objectives
.....
.....
.....

SECTION 4

Please provide details of the charity, fund or organisation which is to benefit from the collection:

Name of charity or organisation.....
Organisation Address
Building number or name.....
Street.....
District.....
City or town.....
County or administrative area.....
Postcode.....
Country.....

Contact details

Email.....

Telephone number.....

Other telephone number.....

Secretary and treasurer

Provide name and contact details for the secretary and/or treasurer of the organisation (if applicable):

.....
.....

Has written agreement been granted to you by the charity or beneficiary, permitting you to collect on their behalf? If yes, please provide a copy. If no, please provide details of your authority/basis for collection:

.....

Further Details

Provide a brief description of the organisation and its objectives.....

.....
.....
.....

Charity registration number (if applicable).....

What are the proceeds of the collection to be used for?.....

.....
.....

If more than one organisation is to benefit, please provide further details on a separate sheet.

SECTION 5

Location of collection.....

Date(s) of collection.....

Alternative date(s) if above not available.....

Between what hours will the proposed collection take place?.....

How many people do you plan to authorise as collectors?.....

How will the collectors be identifiable? (provide details of badge, certificate of authority etc.):

.....

Do you plan to hold the collection in conjunction with a carnival, procession or other event? Yes/No

If yes, please provide details including time and route.....

.....

Do you intend to offer anything for sale? Yes/No

If yes, please provide details, including the location of any stall,

.....

SECTION 6

EXPENSES AND PAYMENT

Expenses

What percentage of the proceeds will be donated to a charity or used for charitable purposes?.....

Do you intend to pay expenses or admin costs out of the proceeds of the collection? Yes/No

If yes, please provide full details, including all the expenses you intend to pay and at what rate.....

.....

Payment

N.B. Payment cannot be made to collectors, or others, unless details are provided in this form and approved

Do you intend to pay collectors or any other person out of the proceeds of the collection? Yes/No

If yes, please provide full details, including the category of people (collectors, organisers, etc) you intend to pay and at what rate

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SECTION 7

Have you, or any person named in or associated with this application, previously applied for a similar licence or registration? Yes/No

If yes, please provide details of your most recent application:

Local authority applied to.....

Date of licence/registration.....

Reference number.....

Expiry date (if applicable).....

Have you, or any person named in or associate with this application, ever had a street collection licence application refused? Yes/No

If yes, please provide details of the refusal:

Local authority applied to.....

Date of application.....

Circumstances resulting in refusal.....

.....

.....

Have you, or any person named in or associate with this application, ever had a street collection licence application revoked? Yes/No

If yes, please provide details of the revocation:

Local authority applied to.....

Date of licence/registration.....

Reference number.....

Date revoked.....

Circumstances resulting in revocation.....

.....

.....

SECTION 8

Have you, or any person named in or associated with this application, been convicted of any crime or offence? Yes/No

If yes, please provide details - subject to the Rehabilitation of Offenders Act 1974 (or equivalent legislation). Continue on a separate sheet if necessary.

First name.....

Family name.....

Date of conviction

Court.....

Offence.....

Penalty/sentence.....

SECTION 9

Declaration

I hereby apply for a Permit authorising me to conduct a public charitable collection, the particulars of which are aforementioned, and which are true to the best of my knowledge and belief.

Data Protection Act 1998

This information is required for the processing of applications under the Police, Factories, etc. (Miscellaneous Provisions) Act 1916 and Local Government Act 1972. Information provided on the form will be shared with the relevant consultees, including the Police, Charity Commission, Cornwall Councillors, members of the Council's Licensing Committee and other organisations as the law allows (these other organisations include government departments and local authorities, for the purposes of preventing or detecting crime or to protect public funds). Information will be held both manually and electronically and will not be kept for longer than is necessary.

I/We hereby agree to the Council making enquiries of the Police, concerning my/our application; and I/We understand that disclosure is not limited by the Rehabilitation of Offenders Act 1974, (as amended): i.e. I/We consent to any "spent" offences being disclosed to the Council by the Police.

I confirm that I have read and understand the relevant Street Collection Regulations and I confirm that I will comply with the conditions contained therein at all times.

I undertake to provide the licensing authority with a statement of income and expenditure within one month of the date of the collection as required by the Regulations of the Council. I understand that the 'form of

statement' will be provided to me at the same time as the issue of any permit.

WARNING

Any person who for the purposes of an application under the Police, Factories (Miscellaneous Provisions) Act 1916, knowingly or recklessly furnishes any information which is false in material particular shall be guilty of an offence.

Applicant's signature.....

Date.....

Capacity.....