



## Application for a Street Collection permit

Police, Factories & c (Miscellaneous Provisions) Act 1916

### Section 1 – Applicant Details (the applicant must be the organiser of the collection)

Name of applicant:.....  
Home address: .....  
Postcode:.....E-mail:.....  
Telephone number:.....Mobile:.....

### Section 2 – Charity / Fund Details

Charity / Fund to benefit from collection:.....  
Address of administrative centre of the charity or fund:.....  
.....Postcode:.....  
Secretary or Treasurer name:.....Telephone number:.....  
E-mail:.....Website:.....  
Is the beneficiary a registered charity? Yes ☐ No ☐  
If yes, please provide the registration number:.....  
Objective(s) of the charity or fund:.....  
.....  
Name of auditor of the fund:.....  
Address of auditor of the fund:.....  
Postcode:.....E-mail:.....  
Telephone number:.....Mobile:.....

### **Section 3 – Collection Details**

<b>Date of collection (no more than 12 months from date of application):</b>	<b>From:</b>		<b>To:</b>	
<b>Is the collection to collect money:</b> Yes <input type="checkbox"/> No <input type="checkbox"/>				
<b>Do you intend to sell articles:</b> Yes <input type="checkbox"/> No <input type="checkbox"/>				
<b>If yes, please provide details/ price of articles:</b> ..... .....				
<b>Areas of the district that you would like to collect in:</b>	<input type="checkbox"/>	<b>Aston-on-Trent</b>		
	<input type="checkbox"/>	<b>Church Gresley</b>		
	<input type="checkbox"/>	<b>Etwall</b>		
	<input type="checkbox"/>	<b>Hatton</b>		
	<input type="checkbox"/>	<b>Hilton</b>		
	<input type="checkbox"/>	<b>Linton</b>		
	<input type="checkbox"/>	<b>Melbourne</b>		
	<input type="checkbox"/>	<b>Midway</b>		
	<input type="checkbox"/>	<b>Newhall &amp; Stanton</b>		
	<input type="checkbox"/>	<b>Repton</b>		
	<input type="checkbox"/>	<b>Seales</b>		
	<input type="checkbox"/>	<b>Stenson</b>		
	<input type="checkbox"/>	<b>Swadlincote</b>		
	<input type="checkbox"/>	<b>Willington &amp; Findern</b>		
	<input type="checkbox"/>	<b>Woodville</b>		
<input type="checkbox"/>	<b>Whole District</b>			
<b>How many collectors will be used:</b> .....				
<b>How will the collectors be identifiable:</b> .....				
<b>Will there be any activities occurring during the collection?</b> Yes <input type="checkbox"/> No <input type="checkbox"/> (i.e. music, singing, or demonstrations)				
<b>If yes, please provide details:</b> .....				
<b>Please state how each £1.00 of the proceeds will be split:</b>	<b>Fund-raising Expenses</b>		<b>Beneficiary</b>	

### **Section 4 – Application History**

<b>Have you, or to your knowledge anyone connected with this proposed collection been refused a licence in respect of any collection for charitable, benevolent, or philanthropic purposes, or had a licence / permit revoked, or has anyone involved in this proposed collection or charity / fund due to benefit from this collection been convicted of an offence relating to dishonesty?</b> Yes <input type="checkbox"/> No <input type="checkbox"/>
<b>Is there currently, or has there been previously any enquiry by the Police or Charity Commission into any person, organisation, or Charity involved with, or set to benefit from this proposed collection?</b> Yes <input type="checkbox"/> No <input type="checkbox"/>
<b>If you have answered yes to either of the above questions please provide details:</b> ..... .....
<b>Have you applied to South Derbyshire District Council for a Street Collection permit in the past 12 months?</b> Yes <input type="checkbox"/> No <input type="checkbox"/>

## **Section 5 – Declaration**

In accordance with the provisions of the Police, Factories, etc (Miscellaneous Provisions) Act 1916, I hereby make application for a permit to hold a street collection.

- I declare that my answers to the questions in this application are true to the best of my knowledge and belief and acknowledge that if there are any omissions or incorrect statements of a serious nature this may result in the application being refused.
- I further declare that I have read and agree to abide by the Regulations made by South Derbyshire District Council with regard to Street Collections.
- I understand that the Council may request additional information before a permit can be issued.

**Signed:**..... **Date:**.....

**You may submit your signed application form by email. Send your documentation as a pdf file to [licensing@southderbyshire.gov.uk](mailto:licensing@southderbyshire.gov.uk). Alternatively, you can send your application to:**

**Licensing Department  
South Derbyshire District Council  
Civic Offices  
Civic Way  
Swadlincote  
Derbyshire  
DE11 0AH**

### **Privacy Notice**

#### **How is your information used?**

We collect information to assess your suitability to be issued with a permit. We may also use your contact details in the event that we need to contact you in relation to your permit.

#### **Who has access to your information?**

Information is shared with other regulatory and enforcement authorities including, but not limited to, other Council services; Councillors; the Police; HM Revenues and Custom; and other local authorities when allowed to by law for the purposes of the administration and enforcement of authorisations, and for the purposes of the prevention and detection of crime, public safety, public health, protection of the environment and prevention of fraud.

Certain information about permits (including in particular your name and the address of any premises to which a licence applies) may be published on a public register on our website when we are required to by law. Permits that have to be determined by our Councillors will be published in minutes on our website.

*For further information about how your personal information will be used, please visit [www.southderbyshire.gov.uk](http://www.southderbyshire.gov.uk) where you can see a full copy of our privacy notice. Alternatively you can request a hard copy from*