



**Application for a licence for house to house collections**  
**House to House Collections Act 1939**  
**House to House Collections Regulations 1947**

In pursuance of Section 2 of the House to House Collections Act 1939, I hereby apply for a licence allowing me to promote the collection, of which particulars are given below.

1. Full name of applicant	
2. Address of applicant  <i>Please include a phone number or e-mail address in case of any queries.</i>	
3. Name of charity or good cause who will received the proceeds from the collection. What will the charity or good cause use the funds for?  <i>Where possible the most recent account of any charity which is to benefit should be enclosed.</i>	
4. Where in our district would you like to carry out house to house collections?	
5. On what date(s) would you like to make house to house collections in our district? <i>Please give at least 28 days' notice</i>	
6. It is proposed to collect money?	
7. Is it proposed to collect other property? If so, what type? And is it proposed to sell the property, give it away or to use it?	
8. What is the maximum number of persons to be authorised as collectors?	

<p><b>9.</b> Is it proposed that remuneration should be paid out of the proceeds of the collection</p> <p>a) to collectors? b) to other persons?</p> <p>If so, at what rates and to what classes of persons?</p>	
<p><b>10.</b> Are any applications being made with other local authorities, for house to house licences to collect for the same charity or good cause?</p> <p>If so please state the authorities being applied to.</p>	
<p><b>11.</b> Have you or (to the best of your knowledge) anyone associated with the collection been refused a licence or order under the Act, or had a licence or order revoked?</p> <p>If so, please provide details.</p>	
<p><b>12.</b> Will the house to house collection be promoted in conjunction with a street collection?</p> <p>If so, is it desired that the accounts of this collection should be combined wholly or in part with the accounts of the street collection?</p>	
<p><b>13.</b> If the collection is for a War Charity please state if it has been registered (or exempted from registration) under the War Charities Act 1940.</p> <p>If so please provide the name of registration authority and date of registration or exemption.</p>	

Signed .....

Dated .....

**Once complete please return to:**

Licensing  
West Lindsey District Council  
Guildhall  
Marshall's Yard  
Gainsborough  
Lincolnshire  
DN21 2NA

[licensing@west-lindsey.gov.uk](mailto:licensing@west-lindsey.gov.uk)

**Privacy Notice:** We will use the information you give us to (a) do the tasks we need to do for the job shown in the title of this form (b) carry out any of our official business (c) stop fraud or crime. To find out more about why we need your information, what we do with it and how to contact us if you have any concerns or questions please read our privacy notice. This can be viewed using the following link: [www.west-lindsey.gov.uk/licensing-privacy/](http://www.west-lindsey.gov.uk/licensing-privacy/)

This authority is under a duty to protect the public funds it administers, and to this end may use the information you have provided on this form for the prevention and detection of fraud. It may also share this information with other bodies responsible for auditing or administering public funds for these purposes. For further information, see [www.west-lindsey.gov.uk/fairprocessingnotice](http://www.west-lindsey.gov.uk/fairprocessingnotice) or contact the finance department on, 01427 676560, [FinanceTeam@west-lindsey.gov.uk](mailto:FinanceTeam@west-lindsey.gov.uk)