

**HOUSE TO HOUSE COLLECTIONS IN THE CITY OF SOUTHAMPTON**

House to House Collections Act, 1939  
House to House Collection Regulations 1947



Correspondence to: Licensing – Southampton City Council  
PO Box 1767  
Southampton  
SO18 9LA

Ref: LL01

I apply for a licence to promote the house to house collection described below.

Signature of applicant: \_\_\_\_\_ Date: \_\_\_\_\_

I undertake to ensure that the provisions of the House to House Collections Act 1939 and the House to House Collections Regulations 1947 are complied with in connection with the proposed collection, details of which are given below.

Please note that it may be necessary to request the Police to check your criminal record, as the applicant, in order to ascertain your suitability in accordance with section 2(3)(d) of the House to House Collections Act 1939. By signing this form, you are giving your consent to such a check being made.

1. Surname of applicant (in block letters) \_\_\_\_\_
2. Other names \_\_\_\_\_
3. Date and place of birth of applicant \_\_\_\_\_
4. Home Address of Applicant \_\_\_\_\_  
\_\_\_\_\_
5. Daytime telephone number \_\_\_\_\_
6. Full particulars of charitable purposes to which proceeds of collection will be applied. Give Charity Commission Registration numbers (if any) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
7. In which areas of the City if it proposed to collect? \_\_\_\_\_
8. Give the dates between which it is proposed that the collection will be made? \_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
9. Is it proposed to collect money? \_\_\_\_\_
10. Is it proposed to sell any article? If so give a full description and attach examples, where, possible. \_\_\_\_\_  
\_\_\_\_\_

9. Is it proposed to collect other property? If so, of what nature and is it proposed to sell such property or give it away or to use it? \_\_\_\_\_  
\_\_\_\_\_
10. How many persons is it proposed will collect in the City? \_\_\_\_\_
11. Is it proposed that remuneration should be paid out of the proceeds of the collection? (a) to collectors? (b) to any other person? If so at what rates and to whom?  
\_\_\_\_\_
12. Is application being made for licences for collections for the same purpose in other areas? If so, to which authorities and, what will be the maximum total number of collectors?  
\_\_\_\_\_  
\_\_\_\_\_
13. Have you, or to your knowledge has anyone associated with the collection:
- (a) Been refused a House to House Collection licence, exemption order or a Street Collection permit?
  - (b) Had a licence, order or permit revoked?
  - (c) Been convicted of any offence under the legislation relating to Public Charitable Collections, the Vagrancy Act 1824 or of any offence of fraud or dishonesty?
- If so give full details: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
13. Is it proposed to promote this collection in conjunction with a street collection? Please give details: \_\_\_\_\_  
\_\_\_\_\_
14. Please supply any additional information which might be of assistance to the City Council in determining your application, such as literature describing the charity's aims and objectives, accounts and any fund raising agreement under which the collection is to be made.

In performing this service, the Council may be required to share your information with other organisations or departments, but will only do so when it is necessary in order for the service to be provided. For more detail about how we handle your personal data please see our privacy policy, available online (<http://www.southampton.gov.uk/privacy>), or on request.

In case of difficulty in completing this form, please contact the Licensing Team:

Telephone:	023 8083 3002
e-mail:	<a href="mailto:licensing@southampton.gov.uk">licensing@southampton.gov.uk</a>
internet:	<a href="http://www.southampton.gov.uk/licensing">www.southampton.gov.uk/licensing</a>