

**Street Collection Procedure Notes**

* Fill the application form in and send to the Licensing Team (office address detailed below).
* Obtain permission from the landowner
* Applications to commence the following year should be received by the Licensing

Team by the end of November.

* In January, a ballot will be held and all successful applicants will be notified.

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| **Licensing Office Address** |
| **Licensing Team**  **Business and Consumer Protection Service**  **Shropshire Council**  **Guildhall**  **Frankwell Quay**  **Shrewsbury**  **Shropshire, SY3 8HQ** |



Licensing Team

Business and Consumer Protection Service

Shropshire Council

Guildhall

Frankwell Quay

Shrewsbury

Shropshire

SY3 8HQ

web: [www.shropshire.gov.uk](http://www.shropshire.gov.uk/) Tel.: 0345 678 9026

**Street Collections**

# Police, Factories etc. (Miscellaneous Provisions) Act 1916

**Form of application for permission to collect money or sell articles in streets or public places within the Shropshire Council area for the benefit of charitable or other purposes.**

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| 1. | Name and address of person, society or committee responsible for the collection or sale: | Name:  Name: Address:  Postcode:  Telephone No:  Email address: |
|  |  |  |
| 2. | Name and address of applicant who will be responsible for the collection or sale: | Name: Address:  Postcode:  Telephone No:  Email address: |
|  |  |  |
| 3. | Name, address and telephone number of secretary and administrative centre: | Name: Address:  Postcode: Telephone No.: |
|  |  |  |
| 4. | Name of the charity or fund which is to benefit from the collection or sale: |  |
|  | Registered charity number (if applicable) |
|  |  |
| 5. | Purpose of the charity or fund. Please enclose any literature to support your application: |  |
|  |  |
| 6. | What method is to be adopted in making the collection or sale: |  |
| 7. | Put a tick | |  |  |  | | --- | --- | --- | | Albrighton  Bishops Castle  Bridgnorth  Broseley  Church Stretton | Craven Arms  Ellesmere  Ludlow  Market Drayton  Much Wenlock | Oswestry  Shifnal  Shrewsbury  Shrewsbury Square  Wem  Whitchurch | |
| 8. | Preferred dates/times for collection or sale: |  |
| 9. | |  | | --- | | Disposal of receipts. Is the whole of the receipts to be paid over for the benefit of the Charity or Fund, or will any deduction be made for expenses or for any other purpose. If any deduction is to be made, state for what purpose, and give an estimate of the sum which will be deducted: | |  |
| 10. | Has anyone associated with this application been convicted of any crime or offence arising out of the promotion of a public charitable collection or any offence of dishonesty: | Yes No  If yes, please give further details |

**Declaration**

To the best of my knowledge this is a true reflection of the facts. I agree to abide by the Street Collection Regulations pertaining to the Authority.

Signature: Date:

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| **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 within this Authority for the prevention and detection of fraud. The Authority may also share this information with other bodies administering public funds for these purposes.** |