

# *Return form (RHCC/SCP1) for street collection permits and house-to-house collections licence*

**SECTION A – Licence/Permit Number**

Please provide the licence/permit number for the application

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**SECTION B – Purpose of the street collection  
or house-to-house collection**

*(Use this section to tell us who will receive the proceeds of your collection)*

Charity name

Charity address

Town / City

County

Postcode

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Telephone number

Fax number *(Optional)*

Email *(Optional)*

Is the above address, the registered charity?

Yes

No

If YES, please tell us your registration number

## SECTION C – About yourself

Title Mr  Mrs  Ms  Miss  Other  Please specify:

Full name First name(s)

Surname

Date of Birth

D	D	M	M	Y	Y	Y	Y
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Age

Home Address

Number

Street

Town

County

Postcode

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Home telephone number

Mobile telephone number

Email (Optional)

## SECTION D – Income and Expenditure details

INCOME DESCRIPTION

From collecting boxes

£

From sale of property received

£

Interest

£

DEDUCTIONS

Printing / Stationery

£

Postage

£

Advertising

£

Payment to collectors (for house to house collections only, and only where approved by Rushmoor Borough Council)

Other (Please specify below)

**BALANCE PAID TO CHARITABLE PURPOSE**

## SECTION E – Declaration

I hereby certify that the details given overleaf are a true account of income and expenses associated with the collection(s) and that the balance(s) shown have been used for charitable purposes originally applied for.

I fully acknowledge that it is an offence not to submit an accurate statement of income and expenditure or knowingly provide false information to Rushmoor Borough Council.

**Signed** (*promoter*)

**Name** (*in capitals*)

**Date**

D	D	M	M	Y	Y	Y	Y
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**Signed** (*independent responsible person*)

**Name** (*in capitals*)

**Date**

D	D	M	M	Y	Y	Y	Y
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