

1	<p>(a) Full name of applicant who must be the organiser of the collection.</p> <p>(b) Date of birth</p> <p>(c) Address of applicant</p> <p>(d) Business hours phone number of applicant</p>	
2	<p>Particulars of charitable purposes to which proceeds of collection are to be applied. (Full particulars should be given and, where possible, the most recent account of any charity which is to benefit should be enclosed).</p>	
3	<p>Over what parts of the licensing area is it proposed that the collection should extend? (ie whole of Renfrewshire Council area or individual towns - please specify).</p>	
4	<p>Please state where application is for house to house collection and street collection, house to house collection only or street collection only.</p>	
5	<p>When is it proposed that the collection should be made?</p>	
6	<p>Approximately how many persons is it proposed to authorise to act as collectors in the area of the licensing authority to which the application is addressed?</p> <p>Please attach a specimen identity badge and a certificate of authorisation to be used by collectors.</p>	
7	<p>It is proposed that remuneration should be paid out of the proceeds of the collection:-</p> <p>(a) to collectors?</p> <p>(b) to other persons?</p> <p>If so, at what rates and to what classes of persons?</p>	
8	<p>Has the applicant or, to the knowledge of the applicant, anyone associated with the promotion of the collection been refused a licence or order under the Act, or had a licence or order revoked? If so, give particulars including name of licensing authority and date of refusal or revocation.</p>	
9	<p>Has the applicant been convicted of any crime or offence?</p> <p>If so, subject to the provisions of the Rehabilitation of Offenders Act 1974 please give details.</p>	

I declare that the particulars given by me on this form are, to the best of my knowledge and belief, correct.

Date Signature of applicant

Civic Government (Scotland) Act 1982

Guidelines for the Conduct of Street Collections



1. No collection of money and no sale of articles for the benefit of charitable or other purposes can be made or take place in any street or public place within Renfrewshire Council unless the person, organisation or other body responsible for the collection or sale has obtained a permit from Renfrewshire Council authorising them to do so.
2. Applications for a permit, giving dates and times for which the application is required, should be made in writing to the Head of Legal Services, North Building, Cotton Street, Paisley not less than 2 months prior to the proposed collection date. However, as regular collectors apply at least 6 months in advance, it would be advisable to apply for a collection date as early as possible. No collection should be made or take place on any date other than the date stated on the permit and Renfrewshire Council may limit such collections to streets, roads or public places which they feel suitable.
3. No collection or sale should be made or take place so as to cause any obstruction to the traffic or annoyance of foot passengers.
4. No person under the age of 14 years should act as collector or seller and no person between the ages of 14 and 16 years should, without the consent of Renfrewshire Council, act as a collector or seller unless accompanied by an adult.
5. The person applying for permission should take steps to ensure that collectors and others concerned are made acquainted with the requirements of these guidelines.
6. No person should act as a collector or seller unless he / she has in their possession an authorisation signed by the person to whom the authorisation has been issued. Such collector or seller should, when required by a Police Officer or prospective contributor or purchaser, produce said authorisation for inspection by the above.
7. Within one month from the date of each collection or sale, the person, society or committee should forward to the Head of Legal Services, North Building, Cotton Street, Paisley, a statement showing in detail the amount collected and the expenses incurred in connection with the collection or sale; and such person, society or committee should, if required by Renfrewshire Council, satisfy them as to the due and proper application of the free proceeds of the collection or sale.
8. Any person who has been exempted from sub-section (1) of Section 119 of this Act by a direction from the Secretary of State under sub-section (11) shall, unless the Secretary of State otherwise directs, give to Renfrewshire Council 3 months notice of his intention to organise a public charitable collection.