



**House to House Collections Act 1939
APPLICATION FOR LICENCE
DONATION OF PROCEEDS AGREEMENT**

A licensing authority may refuse to grant a House to House Collections Licence, or, may revoke a licence already granted, for reasons set out in Section 2(iii) of the House to House Collections Act 1939. Two of the main reasons for which a licence may be refused or revoked are:

- a) That it does not appear that an adequate proportion of the proceeds of the collection will be actually applied for charitable purposes, or
- b) That excessive remuneration is likely to be retained by any person out of the proceeds of the collection.

City of York Council Policy: Please note that in determining an application for the grant of a House to House Collections Licence that City of York Council considers that an adequate proportion of the proceeds of the collection to be donated should be at least 80% of the net proceeds, unless the collector and the recipient have mutually agreed the amount of proceeds to be donated and this agreement has been documented in the form of a written contract.

If such an agreement has been entered into please ensure that this form is completed by both the collector and the recipient of the donation giving full details of the agreement.

Applicant Details

Full Name:

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Organisation:

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Address:

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Post Code:

Telephone Number:.....

Recipient Details

Full Name:

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Organisation:

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Address:

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Post Code: Telephone Number:

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Position in Organisation:

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The following has been agreed between both parties (details overleaf) as being the amount to be donated to charitable purposes from this collection *(Give full details of agreed donation whether in money or goods e.g. percentage of net proceeds, or set figure donated, or amount of actual goods collected, whichever is applicable)*

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Signed (Applicant) Date

Signed (Recipient) Date

Please return the completed form to;
Licensing Services
City of York Council
Hazel Court EcoDepot
James Street
York
YO10 3DS

For further advice and information please contact the Licensing Department on York (01904) 552512.