



Torbay
Application to licence a street collection
Police, Factories etc. (Miscellaneous Provisions) Act
1916

For help contact
<https://forms.torbay.gov.uk/ContactLicenseTrading>
Telephone: 01 803 208025

* required information

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You can save the form at any time and resume it later. You do not need to be logged in when you resume.

System reference This is the unique reference for this application generated by the system.

Your reference You can put what you want here to help you track applications if you make lots of them. It is passed to the authority.

Are you an agent acting on behalf of the applicant?

Yes No

Put "no" if you are applying on your own behalf or on behalf of a business you own or work for.

Applicant Details

* First name

* Family name

* E-mail

Main telephone number Include country code.

Other telephone number

Indicate here if you would prefer not to be contacted by telephone

Are you:

Applying as a business or organisation, including as a sole trader

Applying as an individual

A sole trader is a business owned by one person without any special legal structure. Applying as an individual means you are applying so you can be employed, or for some other personal reason, such as following a hobby.

Applicant Business

* Is your business registered in the UK with Companies House? Yes No

* Is your business registered outside the UK? Yes No

* Business name If your business is registered, use its registered name.

* VAT number Put "none" if you are not registered for VAT.

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* Legal status

* Your position in the business

Home country

The country where the headquarters of your business is located.

Business Address

If you have one, this should be your official address - that is an address required of you by law for receiving communications.

* Building number or name

* Street

District

* City or town

County or administrative area

Postcode

* Country

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FURTHER DETAILS ABOUT THE APPLICANT

Please note: the applicant must be the organiser of the proposed collection

Former name(s)

If currently or previously known by any other name(s), you must record them here.

Home Address

Is the address the same as (or similar to) the address given in section one?

If "Yes" is selected you can re-use the details from section one, or amend them as required. Select "No" to enter a completely new set of details.

Yes

No

* Building number or name

* Street

District

* City or town

County or administrative area

* Postcode

* Country

Further Details

* Date of birth / /
dd mm yyyy

* Place of birth

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ORGANISATION WHICH IS RESPONSIBLE FOR THE COLLECTION

* Provide a brief description of the organisation and its objectives

Business Improvement District established in 2012 for the benefit of its Business Members in Babbacombe, St Marychurch and Plainmoor. A not for profit organisation delivering a business plan to promote the area.

* Are the proceeds of the collection to benefit this organisation?

Yes No

* Is this organisation a registered charity?

Yes No

* What are the proceeds of the collection to be used for?

To help meet the cost of delivery of the next Summer and Christmas events in the area

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CHARITY, FUND OR ORGANISATION TO BENEFIT FROM THE COLLECTION

* Is another organisation going to benefit from your collection?

Yes No

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TYPES OF COLLECTION

* What type(s) of collection will you be performing?

- A street collection
 A house-to-house collection
 Both street and house-to-house collections

Street Collection

Check for local guidance notes and conditions before completing this section. Some of the questions may not be relevant to local circumstances or your responses may have to provide very specific information.

Where

* In what parts of this authority's area do you intend to carry out the collection?

St Marychurch (Fore Street) and Babbacombe (Reddenhill Road)

When

* Preferred dates for the collection

14th and 17th December 2013

Alternative dates

* During what hours of the day will the collection be held?

10am to 8pm

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Collectors

* How many people do you plan to authorise as collectors?

10

* How will the collectors be identifiable? (provide details of badge, certificate of authority etc)

BID Badge and collectors label.

What

Check for local guidance notes which may clarify what is allowable in your area and whether additional permissions or licences are required.

* Do you plan to hold the collection in conjunction with a carnival, procession or other event?

Yes

No

* Provide details

Christmas street parties

* Do you intend to offer anything for sale during the collection?

Yes

No

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EXPENSES AND PAYMENT

* Will 100% of the proceeds of the collection be donated to a charity or used for charitable purposes?

Yes

No

* What % of the proceeds will be donated to a charity or used for charitable purposes? %

Expenses

* Do you intend to pay expenses or admin costs out of the proceeds of the collection?

Yes

No

Payments

N.B. Payment cannot be made to collectors, or others, unless details are provided in this form and approved

* Do you intend to pay collectors or any other person out of the proceeds of the collection?

Yes

No

Statement Of Return

* Which of the following types of return will you submit, giving details of proceeds and deductions?

Street collection only

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PREVIOUS APPLICATIONS

* Have you, or any person named in or associated with this application, previously applied for a similar licence or registration? (check all that apply)

- No Yes - application granted and revoked
 Yes - application granted Yes - application refused

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CONVICTIONS

* Have you, or any person named in or associated with this application, been convicted of any crime or offence?

- Yes No

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ADDITIONAL DETAILS

Provide any additional information which is required or relevant to your application (check for local guidance notes and conditions which may provide details of specific requirements in your area)

Specific collection buckets to be clearly labeled 'Street Party Collection' and issued to named individuals. Bucket to be collected in on the same evening and counted - 2 BID members present - on the following days.

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ATTACHMENTS

AUTHORITY POSTAL ADDRESS

Address

Building number or name	<input type="text"/>
Street	<input type="text"/>
District	<input type="text"/>
City or town	<input type="text"/>
County or administrative area	<input type="text"/>
Postcode	<input type="text"/>
Country	<input type="text" value="United Kingdom"/>

DECLARATION

I am aware that should a Licence be granted to me the collection must take place in strict compliance with the house-to-house collection regulations and/or the street collection regulations as appropriate. I am aware that it is also necessary for me to submit a certified form of statement within 28 days of the collection taking place.

Information held by Torbay Council complies with and is held in accordance with the UK Data Protection Act, 1998. The information that you provide on this form will only be used in the processing of the application form, and will only be disclosed where necessary under any applicable legislation and certain circumstances should the application be

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successful such as publication of business details on a public register, it may also be shared for the purposes of enforcement

You have the right to access your personal information. If you wish to access your personal information or exercise any of your rights under the legislation then please contact Torbay Council's Information Governance team on 01803 207467. * Further information can be found on the Information Governance pages on Torbay Council's internet pages at www.torbay.gov.uk

Ticking this box indicates you have read and understood the above declaration

This section should be completed by the applicant, unless you answered "Yes" to the question "Are you an agent acting on behalf of the applicant?"

* Full name

* Capacity

Date (dd/mm/yyyy)

Once you're finished you need to do the following:

1. Save this form to your computer by clicking to file/save as...
2. Go back to <https://www.gov.uk/apply-for-a-licence/street-collection-licence/torbay/apply-1> to upload this file and continue with your application

Don't forget to make sure you have all your supporting documentation to hand.