

**HORSHAM DISTRICT COUNCIL  
POLICE, FACTORIES (MISCELLANEOUS PROVISIONS) ACT 1916  
STREET COLLECTION REGULATIONS 1981  
SCHEDULE AND FORM OF STATEMENT**

Name of person to whom the permit was granted:  
Address of person to whom the permit was granted:  
Name of charity or fund which is to benefit:

Date of collection Permit number  
Show NIL Entries

<u>Proceeds of Collection</u>	<u>Amount</u>	<u>Expenses and application of proceeds</u>	<u>Amount</u>
From collecting boxes		Print & Stationery Postage Advertising	
Interest on proceeds		Collecting Boxes Badges Emblems	
Other items		Other items	
		Payments approved under Reg 15 (2)	
		Disposal of Balance (insert particulars)	
<u>TOTAL</u>		<u>TOTAL</u>	

**Certificate of the person to whom the permit was granted**

I certify that to the best of my knowledge and belief the above is a true account of the proceeds, expenses and application of the proceeds of the collection.

Date Signed

**Certificate of Accountant or Independent Responsible Person (see over)**

I certify that I have obtained all the information and explanation required by me and that the above is in my opinion a true account of the proceeds, expenses and application of the proceeds of the collection.

Date Signed  
Qualifications

A LIST OF COLLECTORS AND THE AMOUNT CONTAINED IN EACH BOX MUST BE FORWARDED WITH THE STATEMENT TO THE HEAD OF PUBLIC HEALTH & LICENSING, HORSHAM DISTRICT COUNCIL, PARK HOUSE, NORTH STREET, HORSHAM, WEST SUSSEX RH12 1RL WITHIN ONE MONTH AFTER THE DATE OF COLLECTION

see over

## Section 16

- (i) Within one month after the date of any collection the person to whom a permit has been granted shall forward to the Council: -
  - (a) a statement in the form set out in the Schedule to these Regulations, or in a form to be like effect, showing the amount received and the expenses and payments incurred in connection with such a collection, and certified by that person and either a qualified accountant or an independent responsible person acceptable to Horsham District Council
  - (b) a list of collectors
  - (c) a list of amounts contained in each collection box; and shall, if required by the Council, satisfy it as to the proper application of the proceeds of the collection.
- (ii) The said person shall also, within the same period, at the expense of that person and after either a qualified accountant or an independent responsible person acceptable to the Council has given his certificate under paragraph (i) (a) above, publish in such newspaper or newspapers as the Council may direct a statement showing the name of the person to whom the permit has been granted, the area to which the permit relates, the name of the charity or fund to benefit, the date of the collection, the amount collected and the amount of the expenses and payments incurred in connection with such collection.
- (iii) The Council may if satisfied there are special reasons for so doing, extend the period of one month referred to in paragraph (i) above.