



**KIRKLEES COUNCIL**  
**APPLICATION FOR PERMIT FOR STREET COLLECTION**  
**IN STREETS AND PUBLIC PLACES**

**PARTICULARS OF COLLECTION**

Completed applications must be received at least 10 working days prior to the collection, as applications received within this period may not be processed.

<b>1</b>	<b>Full name of Applicant:</b>	<b>Mr/Mrs/Miss</b>		
<b>2</b>	<b>Full address of Applicant:</b>			
	<b>Post code:</b>		<b>Tel No.</b>	
	<b>e-mail address</b>		<b>DOB</b>	
<b>3</b>	<b>Society or Charity Details</b>			
	<b>Name of Society or Charity</b>			
	<b>Address</b>			
	<b>Post code:</b>		<b>Tel No.</b>	
	<b>Registered Charity No.</b>			
	A letter of authority to collect on behalf of the Charity must be submitted before we can grant your permit. Has one been submitted previously authorising you specifically?			<b>Yes/No</b>
	Have you submitted the Form of Statement from previous collections? If No please submit any outstanding returns with this application.			<b>Yes/No</b>
<b>4</b>	<b>In which town in the Kirklees area is it proposed that collections should be made:</b>			
	<b>What date(s) is it proposed that the collection should be made:</b>			

	Between what times do you intend to undertake the collection?	<b>to</b>
	If the first choice is unavailable please give an alternative date(s):	
6	Do you wish consideration to be given to park any caravan, display vehicles or erect a table or display?	<b>Yes/No</b>
	<b>If yes, please state location:</b>	
	<b>Type of display:</b>	
	<b>Vehicle Registration No.</b>	
<b>Please provide photographs of the Caravan/vehicle/gazebo to be used</b>		
7	How many Collectors are you proposing to authorise?	

<b>Checklist</b>	<b>Tick if enclosed</b>
A letter of authority to collect on behalf of the Society or Charity	
Previous collection returns if not previously submitted	
Photographs of Caravan/vehicle/gazebo to be used	

<b>Signed:</b>		<b>Name:</b>	
<b>Position in Society:</b>		<b>Date:</b>	

### Privacy Notice

We have recently updated our Privacy Notice about how we use personal data provided to the Council. Further information can be found at:

<http://www.kirklees.gov.uk/beta/information-and-data/pdf/privacy-notice-licensing-gambling-act.pdf>

### This application should be returned to:

Licensing Department  
Kirklees Council  
Flint Street Depot  
Flint Street  
Huddersfield  
HD1 6LG  
Tel: 01484 456868

**PLEASE NOTE - YOU MAY BE REQUIRED TO PROVIDE DOCUMENTS TO THE COUNCILS DUTY ENFORCEMENT OFFICERS ON THE DAY(S) OF COLLECTION**