

# House to House Collection Form of Account/Statement

House to House Collections Act 1939

Environmental Health - a shared service for:



**1. Name and address of person to whom the licence was granted:**

	Postcode:
Email address:	Telephone:

**2. Name of charity(s), fund(s) or organisation(s) which is to benefit from the collection:**

**3. Period to which this account relates:.....**

**4. Areas of collection:.....**

Proceeds of collection of sale	£	Expense and applications of proceeds	£
	<i>Show nil entries</i>		<i>Show nil entries</i>
Collecting boxes		Printing & stationary	
		Postage	
		Advertising	
Interest on proceeds		Collecting boxes	
		Badges of other emblems	
Other items*		Other items*	
		Disposal of balance (insert particulars)	
<b>Total</b>		<b>Total</b>	

\* specify individually

**5. Purpose of collection:**

**Certificate of the person to whom the licence was granted:**

I certify that to the best of my knowledge and belief that the details recorded on this return are a true account of the proceeds, expenses and application of the proceeds of the collection to which it relates.

Signature: ..... Date: .....

Print name: .....

**Certificate of accountant:**

I certify that I have obtained all the information and explanations required by me and that the details recorded on page 1 overleaf are in my opinion a true account of proceeds, expenses and applications of the collection to which it relates:

Signature: ..... Date: .....

Print name: .....

Address: .....

.....

..... Postcode .....

Tel: ..... Email: .....

Accountant's qualifications:

**Please return this form to:**

Licensing Team, Rother and Wealden Shared Environmental Health Service,  
Rother District Council, Town Hall, Bexhill on Sea, East Sussex TN39 3JX

**01424 787550**

**licensing@rother.gov.uk**