

Wiltshire Council

Where everybody matters

**HOUSE TO HOUSE COLLECTIONS ACT, 1939
HOUSE TO HOUSE COLLECTIONS REGULATIONS, 1947**

**FORM OF ACCOUNT OF EXPENSES, PROCEEDS & APPLICATION OF PROCEEDS OF
COLLECTION**

***PLEASE NOTE:** This form must be completed as set out in the Regulations and will be returned if not certified by an auditor.*

| APPLICANT DETAILS | |
|----------------------------|--|
| Surname of Chief Promoter: | |
| Other names: | |
| Address of Chief Promoter: | |

| DETAILS OF COLLECTION | |
|----------------------------------|--|
| Purpose of collection: | |
| Area in which account relates: | |
| Period to which account relates: | |

PLEASE NOTE: ALL AMOUNTS ARE TO BE ENTERED GROSS

| PROCEEDS OF COLLECTION | £ | P | EXPENSES & APPLICATION OF PROCEEDS | £ | P |
|---|---|---|---|---|---|
| From collectors, as in lists of collectors and amounts attached hereto: | | | Printing & Stationery: | | |
| | | | Postage: | | |
| Bank Interest: | | | Advertising: | | |
| | | | Collecting Boxes: | | |
| Other items (if any): | | | Other items (if any): | | |
| | | | Disposal of Balance (insert particulars): | | |
| TOTAL | | | TOTAL | | |

DECLARATION OF CHIEF PROMOTER

I hereby certify that to the best of my knowledge and belief the above is a true account of the expenses, proceeds and application of the proceeds of the collection to which it relates. I enclose the necessary vouchers and receipts as required by Section 16 (1) of the House to House Regulations, 1947.

Signed:

Print: **Dated:**.....

DECLARATION OF AUDITOR

I certify that I have obtained all the information and explanations required by me as auditor and that the above is in my opinion a true account of the expenses, proceeds and application of the proceeds of the collection to which it relates.

Signed:

Print: **Dated:**.....

Qualifications.....

Member of Association/Society.....

DETAILS OF ACCOUNTANT

| | |
|------------------------|--|
| Address of Accountant: | |
| Telephone Number: | |
| Email Address: | |

Please return to:

Wiltshire Council, House to House Collections,
Kennet House, Sargent Rogers Way, Hopton Industrial Est, Devizes, Wiltshire, SN10 2ET
or Email: streetcollections@wiltshire.gov.uk