|  |  |
| --- | --- |
|  | **HOUSE TO HOUSE COLLECTIONS**  **Form of Account of Expenses, Proceeds & Application of Proceeds of Collection of Money** |

Name of Chief Promoter:

Address of Chief Promoter:

Purpose of Collection:

Area to which account relates:

Period to which account relates:

|  |  |  |  |
| --- | --- | --- | --- |
| **Proceeds of Collection** | | **Expenses and Application of Proceeds** | |
|  | **Amount** |  | **Amount** |
| From Collectors, as in lists of collectors and amounts attached hereto |  | Printing and Stationery |  |
|  |  | Postage |  |
| Bank Interest |  | Advertising |  |
|  |  | Collecting Boxes |  |
| Other Items (if any) |  | Other Items (if any) |  |
|  |  | Disposal of Balance (insert particulars) |  |
| TOTAL £ |  | TOTAL £ |  |

**Certificate of Chief Promoter**

I 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.

|  |  |  |  |
| --- | --- | --- | --- |
| Date: |  | Signed: |  |

**Certificate 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.

|  |  |  |  |
| --- | --- | --- | --- |
| Date: |  | Signed: |  |

**NOTE**: This account, together with a list of the collectors and a list of the amounts contained in each collecting box, shall be forwarded within 1 month of the expiry of the licence to:

Licensing, Public Protection

Tamworth Borough Council, Marmion House, Lichfield Street, Tamworth, B79 7BZ

Telephone - 01827 709 445 Fax - 01827 709 434 Email - [publicprotection@tamworth.gov.uk](mailto:publicprotection@tamworth.gov.uk)

«WORKID»/EH-HOUS5