

# House to House Charity Fundraising in Stroud District

## HOUSE TO HOUSE CASH AND CLOTHING COLLECTIONS

By law you must hold a valid permit before you can go from house to house to collect money or items, such as clothing, for a charitable cause. Application forms are available on our website [www.stroud.gov.uk](http://www.stroud.gov.uk) or you can contact the Licensing Team using the contact details below.

At Stroud District Council we run a calendar system to ensure fairness to both the charities and the public. At any one time for any one location no more than 4 charities will be permitted to leave bags for donations of clothing or other goods and no more than 2 charities will be permitted to knock on doors requesting money donations or direct debit agreements. Calendar entries will only be permitted for a maximum of a 3 month period and there will be a minimum of 3 months between entries for any one charity

Charities which have been granted an Exemption Licence from the Cabinet Office for house to house collections will not need a permit. However, it is hoped that they will also participate in the calendar system detailed above.

You may wish to contact the Licensing Team to see what dates are available before you submit your application for a permit.

## RETURNS

After you have made your collection you must submit a returns form to the Licensing Team within one month of expiry of the permit.

## HOUSE TO HOUSE DIRECT DEBIT CANVASSERS

The law does not require charities that knock on doors canvassing for direct debit agreements to apply for a house to house collection permit however most make a voluntary application and we request that all charities participate in our calendar system as detailed above. To book into our calendar contact the Licensing Team using the contact details below.

## CODE OF CONDUCT FOR ALL HOUSE TO HOUSE CHARITY FUNDRAISERS

This voluntary code of conduct is the standards that Stroud District Council expects clothing, cash collectors and direct debit fundraisers to abide by when knocking on doors fundraising in Stroud district. This code incorporates Regulations and some of the Public Fundraising Regulatory Association Rules for Doorstep F2F Fundraising.

Stroud District Council's Code of Conduct is detailed overleaf.

## CONTACT THE LICENSING SECTION

**Address:** The Licensing Team, Stroud District Council, Ebley Mill, Ebley Wharf,  
Westward Road, Stroud, Glos. GL5 4UB

**Email:** [licensing@stroud.gov.uk](mailto:licensing@stroud.gov.uk)

**Phone:** 01453 754440

**Web:** [www.stroud.gov.uk](http://www.stroud.gov.uk)

**Fax:** 01453 754963

# CODE OF CONDUCT FOR HOUSE TO HOUSE COLLECTION

1. Collectors and fundraisers must not behave in any way that might reasonably cause, or be likely to cause, danger, obstruction, inconvenience or annoyance to any person.
2. Collectors and fundraisers must not act dishonestly or manipulatively, or deliberately use guilt.
3. Collectors and fundraisers should only knock the front door or main entrance to a house (usually the entrance closest to, or most directly accessible from, a street), unless directed to do otherwise by a resident.
4. If a person clearly and obviously indicates – by words or gestures – that they do not wish to be engaged by a collector or fundraiser – either at the initial approach or during a conversation/engagement – the collector or fundraiser should desist from the engagement and make no further attempt to engage that person.
5. No fundraiser should knowingly sign up a direct debit agreement with any person under 18 years of age, except with the express consent of a parent, guardian or carer physically present at the time.
6. No fundraiser should knowingly sign up a direct debit agreement any person at any time whom they reasonably conclude is or may be incapable of informed consent for any reason (including but not exhaustively):
  - intoxication through drugs or alcohol
  - incapacity due to illness or disability
  - dementia (except with the express consent of a close relative, guardian or carer physically present at the time)
  - learning disabilities (except with the express consent of a close relative, guardian or carer physically present at the time)
7. No form of initial door to door fundraising activity should normally commence before 9am Monday-Saturday or 10am Sunday and public holidays, or after 9pm, any day or date.
8. Extra care should be taken when visiting households after dark and fundraisers should exercise sensible discretion if accessing isolated locations as to whether the visit might cause unnecessary anxiety to residents.
9. A member of the public should be able to clearly verify the identity of a collector or fundraiser, the fundraising purpose and contact details upon inspection of the fundraiser's ID.
10. The name of the fundraising purpose must be labeled clearly on any cash collection container.
11. A container used for cash collections must be sealed.
12. No person under the age of 16 years shall act or be authorised to act as a collector of money.