

SCHEDULE

FORM OF ACCOUNT OF EXPENSES, PROCEEDS AND APPLICATION OF PROCEEDS OF COLLECTION OF MONEY

Name and address of Promoter.....

Name of organisation responsible for the collection or sale

Name of the Charity or Fund which is to benefit

Object of collection or sale

Date of collection or sale

All amounts to be entered GROSS. Show nil entries.

Proceeds of collection		Expenses and application of proceeds	
	£ p		£ p
From street collection or sale as per list of collectors and vendors and amounts attached hereto		Printing and stationery	
Bank interest		Postage	
Other items (if any)		Advertising	
.....		Street collection boxes and carriage	
.....		Badges and emblems	
.....		Other items (if any) including travelling and other expenses.	
.....		
.....		
.....		Payments approved under regulation 15(2)	
.....		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 street 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.....

Qualifications

A STATEMENT IN THIS FORM MUST BE COMPLETED AND FORWARDED TO MISS C PINNOCK,
DEMOCRATIC SERVICES, RUNNYMEDE BOROUGH COUNCIL, RUNNYMEDE CIVIC CENTRE,
STATION ROAD, ADDLESTONE, SURREY, KT15 2AH.
clare.pinnock@runnymede.gov.uk

WITHIN ONE MONTH OF THE DATE OF THE COLLECTION

The Council may be statutorily required to supply any information you provide, to other bodies exercising functions of a public nature, for the prevention and detection of fraud or other illegal activity.

For further information please see www.runnymede.gov.uk/DataMatching