



## **Principal Provisions of the Public Charitable Collections (Scotland) Regulations 1984 and 1988 Guidance Notes - Charitable Collection**

The Regulations apply to Public Charitable Collections which may be either Street or House to House Collections. They do not apply to collections taken in course of a public meeting or which takes place by means of unattended fixed receptacles in a public place.

Such collections may be organised by persons who have been granted permission to do so by a District or Island Council or who have been exempted from the need to seek such permission by the Secretary of State for Scotland.

Regulations 2 to 5 of the 1984 Regulations make provisions for ensuring that Public Charitable Collections are properly supervised and do not cause a nuisance and that collecting is carried out only by fit and proper persons aged 14 or over for a Street Collection and 16 or over for a House to House Collection.

Regulation 6 provides that collectors must carry a badge identifying the funds or organisations and a certificate signed by the organiser of the collection or his agent bearing the name and address of the collector.

Regulation 7 provides that collectors must make use only of collecting boxes or envelopes marked with the name of the charity for which they are collecting. A "collecting box" is defined in Regulation 1 (2) as meaning a box or similar receptacle which is securely closed and sealed so as to prevent it from being opened without the seal being broken.

Regulation 8 provides that collectors shall not cause a nuisance, and regulations 9 and 10 (the latter as amended by the 1988 Regulations) provide for the return of certificates of authority and of collecting boxes and envelopes, for the opening of boxes and envelopes and for the keeping of records.

Regulation 11 (as amended by the 1988 Regulations) and 12 set out the requirements for submission of accounts by organised of individual collections and exempted promoters respectively .

Regulation 13 makes provision for the publication of a summary of accounts.

Regulation 14 details the penalties eligible in respect of offences under the Regulations.

The Public Charitable Collections (Scotland) Amendments Regulations 1988 provide for the exemption of banks from the requirement to record the contents of individual collection boxes when opening and counting their contents on behalf of the organisers of Public Charitable Collections.

Copies of the 1984 and 1988 Regulations are obtainable from H M Stationery Office.

*If you require any further information please contact the Licensing Administrator on telephone number 01259 452093 or email address [licensing@clacks.gov.uk](mailto:licensing@clacks.gov.uk)*