



**ACT**  
Government

**Access  
Canberra.**

**CHARITABLE COLLECTION LICENCE**

*Charitable Collections Act 2003*

Licence Number: **19001043**      Expiry Date: **4 July 2021**

Type of Licence: **Corporation**

Licensee's Full Name: **Australian Dance Party LTD**

Licensee's Full Address: **Gorman Arts Centre, 55 Ainslie Avenue  
BRADDON ACT 2612**

Licensee's Contact Telephone Number: **0437 790 124**

Name of Organisation  
(if not an incorporated body)


|   |  |
|---|--|
| <b>Charitable Collections Authorised by Licence</b> | <b>Dates / Periods during which collection is licensed to be carried out</b> |
| Other - fetes, badge days, markets                  | 04/07/2016 - 04/07/2021  |

**OTHER CONDITIONS PRESCRIBED BY REGULATION**

Please refer to other conditions overleaf.

**PURPOSE OF COLLECTION**

The purposes beneficial to the community (philanthropic/patriotic/benevolent)

  
Delegate of the Chief Executive  
4 July 2016

**Certificate**

## IMPORTANT INFORMATION FOR LICENSEES

### BADGES AND TAGS

People collecting must display badges or tags. The badges must have:

- The collector's family name or a unique number given to each collector
- The name of the charity (licensee) or if you have a well known logo, the logo
- If the name of the charity/licensee does not tell you what the appeal is for, then you need to include a description
- If the collector is a paid collector, they must have 'Paid Collector' on the badge.

### BANKING

You must have a separate account for monies collected and:

- The account should have a name that indicates it contains the proceeds of the collection/s
- It has to be in a proper financial institution
- There must be at least 2 signatories to withdraw funds from the account

The money must be banked as soon as possible after the collection. The Act requires the deposit to occur within 5 banking days of collection. If the donations are collected electronically, the legislation requires that the transfer occurs immediately or by the next banking day after you become aware of the deposit.

### BINS

Collection bins can take a lot of things such as donated goods, money, clothes and blankets. Bins do not have to look like bins. For example, a Koala piggy bank for loose change could be a bin under the Act. If you have a static display with mints or pens, that would be considered a bin.

Bins have to display the following information:

- Name of the organisation that holds the licence
- Purpose of the collection
- A business telephone number.

### CHILDREN

A person with parental responsibility must directly supervise a child under 6 taking part in a collection. Children under 12 can take part with the written approval of their parent or where their school is operating on behalf of the parents (providing particular conditions covered under the Act are met). Children are also restricted under the Act to the hours they can participate in a collection. (refer to the practice manual at [www.ors.act.gov.au](http://www.ors.act.gov.au))

### ELECTRONIC COLLECTIONS

If you are collecting electronically by phone, email, internet or fax, you are still required to provide the details of the collection as if it were on a badge. This may include verbalising the information or providing the details by way of a letter.

### FINALISING ACCOUNTS

For further information in relation to your obligations under the Act, please refer to the practice manual at [www.ors.act.gov.au](http://www.ors.act.gov.au)

### RECEIPTS

You are required to have printed receipts available for people who donate \$2 or more, if they ask for one. Stickers or badges that display a particular amount are not receipts.