North Carolina Department of the Secretary of State Charitable Solicitation Licensing Division

P.O. Box 29622

Raleigh, NC 27626-0622 Telephone: **919-814-5400**



Solicitor License Application

Form Issue Date: 10/22/2003 Revised 2/16/2018

Page 1 of 2

| 1. Application Type: 🔲 Initial 🔲 Renewal | | | | |
|--|------------------|--|--|--|
| 2. Applicant's Full Business Legal Name: | | 3. Applicant's Principal Telephone Number: | | |
| 4. Applicant's Principal Street Address: | | | | |
| City: | State: | Zip Code: | | |
| 5. Applicant's Mailing Address: | | | | |
| City: | State: | Zip Code: | | |
| 6. Applicant's Internet Site Address: | | 7. Applicant's Contact Person Email Address: | | |
| | | | | |
| 8. Legal Form of Applicant's Business: | | | | |
| ☐Sole Proprietor / Individual ☐ 0 | Corporation | ☐ General Partnership | | |
| | | ty Partnership | | |
| 9. Applicant's State of Establishment: | 10. | Applicant's Date of Establishment: | | |
| 11. For non-NC corporations: Provide either of the followi | na to verify the | applicant's current legal existence: | | |
| 1. Certificate of Existence or Certificate of Good Standing from state of incorporation dated no more than six months prior to date of signing of application, or | | | | |
| Actual webpage screenshot found on a publicly accessible regulatory authority website dated no more than thirty (30) days prior to the date the license application was signed that includes the following elements: | | | | |
| Exact name of the entity as it appears on the license application; and Language clearly verifying its status as a corporation in good standing in the state of incorporation (i.e. "current" or "active"); and | | | | |
| Date the information was printed on the face of the document. | | | | |
| For un-incorporated applicants: Provide a copy of your assumed name certificate filed with the register of deeds office, showing the register of deeds' stamp. | | | | |
| 12. If applicant's principal place of business is located <u>outside</u> North Carolina, ATTACH list of street addresses of any applicant offices located in North Carolina. ATTACHMENT 12 included? Yes No NC Offices | | | | |
| 13. Are ANY of applicant's' owners, directors, officers, or employees RELATED as parent, spouse, child, or sibling to ANY of applicant's other directors, officers, owners, or employees? | | | | |
| If answer is | YES, attach a | a brief written explanation. ATTACHMENT 13 included? | | |
| 14. Are ANY of applicant's' owners, directors, officers, or employees RELATED as parent, spouse, child, or sibling to ANY officer, director, trustee, or employee of any charitable organization or sponsor under contract with applicant? | | | | |
| | | ☐ Yes ☐ No | | |
| If answer | is YES, attach | a brief written explanation ATTACHMENT 14 included? Yes | | |
| 15. Are ANY of applicant's' owners, directors, officers, or employees RELATED as parent, spouse, child, or sibling to ANY supplier or vendor providing goods or services to any charitable organization or sponsor under contract with the applicant? | | | | |
| If answer | is YES, attach | ☐ Yes ☐ No a brief written explanation. ATTACHMENT 15 included? ☐ Yes | | |
| 16. Within the last five (5) years, has the applicant, or an controlling interest in the applicant: been convicted of | | cant's directors, officers, employees, agents, or persons with a Yes No | | |
| If answer i | s YES, attach | a brief written explanation. ATTACHMENT 16 included? Yes | | |
| 17. Within the last five (5) years, has the applicant, or any of the applicant's directors, officers, employees, agents, or persons with a controlling interest in the applicant been convicted of ANY misdemeanor arising from the conduct of a solicitation for ANY charitable organization or sponsor OR charitable or sponsor purpose? | | | | |
| If answer | is YES, attach | ☐ Yes ☐ No a brief written explanation. ATTACHMENT 17 included? ☐ Yes | | |
| 18. Within the last five (5) years, has the applicant, or any of the applicant's directors, officers, employees, agents, or persons with a controlling interest in the applicant been enjoined from violating ANY charitable solicitation law in this or ANY other state? □ Yes □ No | | | | |
| If answer is YES, attach a brief written explanation. | | ATTACHMENT 18 included? | | |
| 19. ATTACH a list of the NAMES and PHYSICAL RESIDENCE ADDRESSES of ALL of applicant's officers, directors, and owners. This section must be completed for sole proprietorships, partnerships, and corporations of all types. | | | | |

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| | | ATTACHMENT 19 included? | | |
|--|----------------------------|---|--|--|
| 20. ATTACH a list of the NAMES of ALL persons in charge of ANY solicitation activity. | | | | |
| ATTACHMENT 20 included? | | | | |
| 21. ATTACH the required fee of two hundred dollars (\$200.00) (make check payable to: NC Department of the Secretary of State). ATTACHMENT 21 (FEE) included? Yes | | | | |
| 22. If Partnership or Corporation, does applicant intend to cover multiple individuals with single license? | | | | |
| If YES, ATTACH list containing names and street addresses for ALL partners, members, officers, directors, employees, and agents of the applicant, as well as all other individuals contracted to work under applicant's direction. | | | | |
| ATTACHMENT 22 included?: Yes | | | | |
| 23. ATTACH appropriate BOND or other surety required by N.C.G.S. 131F-16(d) in the appropriate amount as follows: | | | | |
| Contributions received in last fiscal year | Required Bond Amount | | | |
| Up to \$100,000 | \$20,000 | | | |
| Up to \$200,000 | \$30,000 | ATTACHMENT 23 (BOND) included? | | |
| \$200,000 and over | \$50,000 | | | |
| documents, and attachments are true and correct to the best of my knowledge under penalty of perjury. Signature: | | | | |
| S | igner's Name (Print): | | | |
| Signer's Title (Print): | | | | |
| 25. Notarization: The following is for a notary public to place you under oath and then notarize YOUR signature: | | | | |
| (County)(State) | | | | |
| County and State in which oath or affirmation taken | | | | |
| Notary Stamp or Seal goes Here ↓ | Sworn to and subscribed b | efore me this the (e.g., 1 st): | | |
| | Day of (e.g., May): | In the year of (e.g., 2013): | | |
| | Notary Public's Signature: | Notary Public's Signature: | | |
| | Notary Public's Name (Prin | t): | | |
| Date Notary Public's Com | | nission Expires: | | |
| OPTIONAL APPLICANT/THIRD PARTY CONTACT INFORMATION | | | | |
| Contact Person Name: | Contact Person Title: | Contact Person Title: | | |
| Contact Business/Firm Name: | Contact Person's Electron | ic Mail Address: | | |
| Contact Person's Telephone Number: | Contact Person's Facsimil | e Number: | | |

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