**NOTE: E-Postcards, 990-N are not accepted as proof of financial history.**

|  |  |  |
| --- | --- | --- |
| 1. | Charitable/Sponsor organization’s legal name: name: |       |
| 2. | Charitable/Sponsor organization’s principal mailing address:  |       |
| 3. | Charitable/Sponsor organization’s principal telephone:  |       |
| 4. | Charitable/Sponsor organization’s e-mail address: |       |
| 5. | Name(s) under which you intend to solicit contributions (if different from legal name): |  |
|  |            |
| 6. | Purpose for which applying entity was established: |       |
|  |            |
| 7. | Charitable/Sponsor organization’s fiscal year end month: |       |
| 8. | Does applying entity compensate (in any capacity): |
| 8a. | An Officer? |       | YES |       | NO |  |
| 8b. | A Trustee/Board Member? |       | YES |       | NO |  |
| 8c. | An Organizer or Incorporator? |       | YES |       | NO |  |
| 8d. | A Salaried Employee that occupies a seat on the board? |       | YES |       | NO |  |
| 9. | Does applying entity currently contract for compensation or plan to contract for compensation during the current registration year with a Fund-Raising Consultant or Solicitor?  |       | YES |       | NO |  |
|  | If applying entity answered **YES** to **ANY** part of the above questions 8 or 9, applicant does not qualify for an exemption to the North Carolina charitable solicitation licensing requirements under N.C. Gen. Stat.§ 131F-3(3). Applicant must either apply for a license or a separate exemption. License application forms and a copy of the laws governing charitable solicitation are available on this Department’s website at www.sosnc.gov. |
|  | If applying entity answered **NO** to **ALL** parts of question 8 or 9, proceed to the next question. |

If applying entity **received $25,000 or more in charitable contributions** (as defined in N.C. Gen. Stat. § 131F-2(5)) in the immediate preceding fiscal year, **applicant will NOT qualify for an exemption** to the North Carolina charitable solicitation licensing requirements under N.C. Gen. Stat. § 131F-3(3) and must apply for a license. License application forms and a copy of the laws governing charitable solicitation are available on this Department’s website at www.sosnc.gov.

***NOTE:*** *131F-2(5) Contribution is defined as including a promise, pledge, grant of any money or property, financial assistance, or any other thing of value in response to a solicitation*.

10. Does applying entity have any financial history, **(excluding a BUDGET)** and received less than $25,000 in charitable contributions (as defined in N. C. Gen. Stat. § 131F-2(5)) in the immediate preceding fiscal year?

|  |  |  |  |
| --- | --- | --- | --- |
|  |       | **YES** sub, then (( | Submit **ONE** of the following financial Forms, a, b or c with appropriate signatures: |
|  |  |
|       a. | IRS Form 990 or 990 EZ signed by an officer of the organization. **(Excluding Form 990-N)** |
|       b. | An Audited Financial Statement. |
|       c. | The NC Annual Financial Report Form (available for downloading at www.sosnc.gov). |
|  |       | **NO** | Attach a budget for the current year containing projected revenues and projected expenses.*Initial applicants ONLY. If this is a renewal application,* ***DO NOT SUBMIT A BUDGET****, you must submit financial forms a, b or c.* |
|   |  |
| 11. | Has applying entity received a Federal Tax Exemption Determination Letter? |
|  |       | YES | Attach a copy of the Federal Tax Exemption Determination Letter. (This is not required; however,if not received the organization will be listed as a “Non-Tax Exempt Entity” as described in Section .0305(d), Chapter 11 of Title 18 of the North Carolina Administrative Code) |
|  |       | NO |  |
| **NOTE:** This registration must be updated on an annual basis. |
|       |       |
| (Signature of an Officer of the applying organization)       | (Print Name & Title)  |
| (Completion Date) |  |