

EXEMPT ORGANIZATION FUND-RAISING NOTICE
OFFICE OF THE SECRETARY OF STATE
STATE HOUSE
ANNAPOLIS, MD 21401
410-974-5534
<http://www.sos.state.md.us>

NEW

RENEWAL

Print this form, complete it and mail to:

Charitable Organizations Division, Office of the Secretary of State, State House, Annapolis, Maryland 21401
For assistance, call: (410) 974-5534 or [e-mail](#) your question to us.

The Exempt Organization Fund-Raising Notice is required for charitable organizations that raise less than \$25,000 in charitable contributions or solicit contributions for a named individual and the gross amount is delivered to the individual.

1. Name of Charitable Organization or Name of Individual for whom the fund-raising campaign is being conducted. _____
2. Employer I.D. Number of Charitable Organization or Social Security Number of Individual

3. Street Address _____
4. City, State & Zip _____
5. County _____
6. Telephone Number _____ 7. FAX Number _____
8. E-mail address (recommended) _____
9. Purpose of Charitable Organization or Charitable Fund-raising

10. Have you received 501(c)(3) status from IRS? Check one:

Yes No Pending

If yes, please submit a copy of your organization's tax determination letter issued by the Internal Revenue Service.

11. Methods of Fund-raising (check all that apply).

Mail

Telephone

Canisters

Door-to-Door

Other (describe below)

12. Fund-raising Start Date _____

13. Name and address of individual with custody of financial records

14. Names and addresses of persons with final responsibility for custody and final distribution of contributions

15. Bank name, address, and account number, where contributions are deposited

16. Check One:

This organization is exempt from registering as a charitable organization because it solicits contributions for a named individual and the gross amount is delivered to the individual.
Business Regulation Section 6-102(c)(1)(ii)(1),

or

This organization is exempt from registering as a charitable organization because it has not to date received more than \$25,000 in charitable contributions during the most recently completed fiscal year ending _____.

Business Regulation Section 6-102(c)(1)(ii)(4).

17. If your organization files with the Internal Revenue Service an IRS Form 990 or 990 EZ, please submit with this notice a copy of the IRS Form 990 or 990-EZ (we do not accept IRS Form 990N) for the most recently completed fiscal year. If your organization does not file either an IRS Form 990 or 990 EZ, please answer the following questions:

A. Amount of contributions received in most recently completed fiscal year _____

B. Amount of contributions received to date in current fiscal year _____

18. Is your organization affiliated with any Maryland State agency (as defined in COMAR 01.02.04.01L)?

Yes No (If yes and raised more than \$100,00) you must submit an Audit and Agreed Upon Procedures Report with application.

If yes, list the name(s) of the Maryland State agencies of which you are affiliated (use a separate sheet of paper, if needed): _____

I do solemnly affirm under the penalties of perjury that the contents of this document are true to the best of my knowledge, information, or belief.
(Type or Print) Name of Individual or Chief Executive Officer of Organization

Signature

Date