MAIL TO:
Office of the Attorney General
Registry of Charitable Trusts
P.O. Box 903447
Sacramento, CA 94203-4470

STREET ADDRESS:
1300 I Street
Sacramento, CA 95814
(916) 210-7613

WEBSITE ADDRESS:
www.oag.ca.gov/charities

FUNDRAISING COUNSEL FOR CHARITABLE PURPOSES ANNUAL REGISTRATION FORM FOR 20___

Section 12599.1, California Government Code
11 Cal. Code Regs. section 308

Failure to register by January 15th for each calendar year of solicitation may result in assessment of late fees as defined in Government Code section 12586.1.

A CHECK IN THE AMOUNT OF $~~3~~500
PAYABLE TO THE REGISTRY OF CHARITABLE TRUSTS
MUST ACCOMPANY THIS REGISTRATION FORM

(For Registry Use Only)

Official Name and Address of Fundraising Counsel for Charitable Purposes:	
Name of fundraising counsel for charitable purposes	Registration Number _____
Address (Do not use P.O. Box)	F.E.I.N. _____
City or Town, State and Zip Code	Telephone Number ( ) _____
E-mail Address	

Mailing Address (if different from official address):

Mailing address

City, State, and Zip Code

In addition to the OFFICIAL name, enter all other names and addresses under which this fundraising counsel for charitable purposes is known or operates:

Legal form of fundraising counsel for charitable purposes: ☐ Corporation ☐ LLC ☐ Partnership ☐ Sole Proprietorship ☐ Other

State in which organized _____ Date organized _____

Enter the name, address, title of each person who is responsible for directing and supervising the work of the Fundraising Counsel.

Name	Address	Title

Provide the name and address of each "individual, corporation, unincorporated association, or other legal entity" for whom the fundraising counsel for charitable purposes has performed any services described in Paragraph (1) of subdivision (a) of section 12599.1 during the preceding calendar year.

Name	Address

Is any director, officer, or employee of the fundraising counsel for charitable purposes a director, officer, or employee of any charitable organization with which it has contracted to provide services?

☐ Yes ☐ No

If "Yes," complete the following:

Name and address of director, officer, or employee of fundraising counsel for charitable purposes	Name and address of charitable organization	Relationship of officer, etc. to charitable organization

For each affiliation identified above, attach a copy of the contract between the fundraising counsel for charitable purposes and the charity.

Has the fundraising counsel for charitable purposes ever had any license, registration or permit denied, cancelled, suspended or revoked, or had any official disciplinary or legal action taken against it? Is any such action currently pending against the fundraising counsel for charitable purposes or any of its representatives in relation to any fundraising activity?

☐ Yes ☐ No

If "yes," attach information stating the name and address of the government agency bringing the action, the status or disposition of the action, and the date of the action.

Does the fundraising counsel for charitable purposes have a written contract with each individual, corporation, unincorporated association, or other legal entity listed above, in accordance with the provisions of Government Code section 12599.1?

☐ Yes ☐ No

I certify under penalty of perjury that I am authorized to sign this registration form and that the information provided herein, including attachments, is true and complete to the best of my knowledge and belief.

Signature	Printed Name	Title	Date

Office of the Attorney General

Registry of Charitable Trusts

Privacy Notice

As Required by Civil Code § 1798.17

Collection and Use of Personal Information. The Attorney General's Registry of Charitable Trusts (Registry), a part of the Public Rights Division, collects the information requested on this form as authorized by the Supervision of Trustees and Fundraisers for Charitable Purposes Act (Gov. Code § 12580 et seq.) and regulations adopted pursuant to the Act (Cal. Code Regs., tit. 11, §§ 300-316). The Registry uses the information in the administration and enforcement of the Act, including to register, renew, or update your organization's registration or to prepare reports pursuant to the Act. The Attorney General may also use the information for additional purposes, including in support of investigations and law enforcement actions, providing public access to information as required by the Act (Gov. Code §§ 12587, 12587.1, 12590), and making referrals to other law enforcement agencies. Any personal information collected by state agencies is subject to the limitations in the Information Practices Act and state policy. The Department of Justice's general privacy policy is available at **www.oag.ca.gov/privacy-policy**.

Providing Personal Information. All the personal information requested in the form must be provided. An incomplete submission may result in the Registry not accepting the form, and cause your organization to be out of compliance with legal requirements to operate in California.

Access to Your Information. The completed form is a public filing that will be made available on the Attorney General's website at **www.oag.ca.gov/charities** pursuant to the public access requirements of the Act. You may review the records maintained by the Registry that contain your personal information, as permitted by the Information Practices Act. See below for contact information.

Possible Disclosure of Personal Information. In order to process the applicable registration, renewal, registration update, application, or report, we may need to share the information on this form with other government agencies. We may also share the information to further an investigation, including an investigation by other government or law enforcement agencies. In addition, the information is available and searchable on the Attorney General's website.

The information provided may also be disclosed in the following circumstances:

- With other persons or agencies where necessary to perform their legal duties, and their use of your information is compatible and complies with state law, such as for investigations or for licensing, certification, or regulatory purposes;
- To another government agency consistent with state or federal law.

Contact Information. For questions about this notice or access to your records, contact the Registrar of Charitable Trusts, 1300 I Street, Sacramento, CA 95814 at **rct@doj.ca.gov** or (916) 210-6400.

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INSTRUCTIONS FOR REGISTRATION FUNDRAISING COUNSEL FOR CHARITABLE PURPOSES (FORM CT-3CF)

WHO MUST FILE

Every fundraising counsel for charitable purposes in California must register with the Attorney General's Registry of Charitable Trusts prior to planning, managing, advising, counseling, consulting or preparing material for, or with respect to, the solicitation in this state of funds, assets or property for charitable purposes. "Fundraising counsel for charitable purposes" is defined in California Government Code section 12599.1, subdivisions (a) and (b).

WHEN TO FILE

Fundraising counsel for charitable purposes must register annually in California for each calendar year of activity. The deadline for filing the registration form is January 15 of the applicable year.

FEE MUST ACCOMPANY REGISTRATION

A registration fee of $~~3~~500 must accompany each annual registration form. Checks should be made payable to the ATTORNEY GENERAL'S REGISTRY OF CHARITABLE TRUSTS. Registration forms not accompanied by full payment will not be processed and will be returned.

PENALTY FOR FAILURE TO REGISTER

Failure by a fundraising counsel to register with and report each person, corporation, or other legal entity for whom the fundraising counsel has performed any services to the Registry of Charitable Trusts is unlawful. A fundraising counsel for charitable purposes is subject to the Attorney General's supervision and enforcement to the same extent as a trustee for charitable purposes. Government Code section 12586.1 authorizes the Attorney General to charge late fees for each month or part of the month for registrations not received annually by January 15. This code section can be found on the Charitable Trusts Section website at www.oag.ca.gov/charities under "Laws & Regulations."

FOR ADDITIONAL INFORMATION

Additional information is available on the Charitable Trusts Section website at www.oag.ca.gov/charities. You may also contact the California Attorney General's Registry of Charitable Trusts at (916) 210-7613 or via e-mail at PF@doj.ca.gov.