



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

STREET ADDRESS:  
1300 I Street  
Sacramento, CA 95814

WEBSITE ADDRESS:  
[www.oag.ca.gov/charities](http://www.oag.ca.gov/charities)

## COMMERCIAL COVENTURER ANNUAL FINANCIAL REPORT FOR 20\_\_\_\_\_

California Government Code section 12599.2  
California Code of Regulations, title 11, section 313

Failure to file annual financial report by January 30th for each calendar year  
may result in assessment of late fees as defined in Government Code section 12586.1  
An annual financial report must be filed for each coventure activity for each charity solicited for  
during the previous calendar year

[COMPLETE FORM CT-6CF AS A FILLABLE FORM VIA THE ONLINE FILING SERVICE  
AVAILABLE ON THE ATTORNEY GENERAL'S CHARITIES WEB PAGE](#)

Failure to file by January 30th for each calendar year of solicitation may result in assessment of late  
fees as defined in Government Code section 12586.1. If applicable, late fees shall be paid via the  
[online filing service.](#)

[Do not submit Form CT-6CF as a PDF file](#)

(For Registry Use Only)

### Reporting Year

Name and Address of Commercial Coventurer:	Name and Address of Charitable Organization ( <a href="#">Charity</a> ):
Registration Number _____	<del>CT No.</del> State Charity Registration Number _____
Name of commercial coventurer _____	Federal Employer Identification Number (FEIN) _____
Address of commercial coventurer _____	Name of charity _____
City, State, and Zip Code of commercial coventurer _____	Address of charity _____
Email Address _____	City, State, and Zip code of charity _____

\_\_\_\_\_ held (on) (from) \_\_\_\_\_, 20\_\_\_\_, to \_\_\_\_\_, 20\_\_\_\_.  
(Type of [Coventure](#) activity) (Date or dates must be shown)

Is the contract between the commercial coventurer and charity based upon a fee or percentage of revenue? Fee  Percentage  Other

If other, provide [brief](#) explanation \_\_\_\_\_

### 1. REVENUE [from all sources, nationwide]

- A. Cash contributions \_\_\_\_\_ A.
- B. Entertainment sales or admission charges \_\_\_\_\_ B.
- C. Sales from products \_\_\_\_\_ C.
- D. Advertisement Sales \_\_\_\_\_ D.
- E. Membership fees \_\_\_\_\_ E.
- F. Other sources: (Specify) \_\_\_\_\_
- a. \_\_\_\_\_ Fa.
- b. \_\_\_\_\_ Fb.
- c. \_\_\_\_\_ Fc.
- d. \_\_\_\_\_ Fd.

G. TOTAL REVENUE \_\_\_\_\_ G.

### 2. EXPENSES

- A. Fees or commissions \_\_\_\_\_ A.
- B. Salaries \_\_\_\_\_ B.
- C. Payroll taxes \_\_\_\_\_ C.
- D. Employee benefits \_\_\_\_\_ D.
- E. Cost of merchandise for resale \_\_\_\_\_ E.
- F. Cost of entertainment \_\_\_\_\_ F.
- G. Postage \_\_\_\_\_ G.
- H. Advertising \_\_\_\_\_ H.
- I. Telephone \_\_\_\_\_ I.



J. Rental of equipment		J.
K. Facilities charge		K.
L. Permits		L.
M. Other expenses: (Specify)		
a. _____		Ma.
b. _____		Mb.
c. _____		Mc.
d. _____		Md.
N. TOTAL EXPENSES		N.

3. Amount to charity (subtract line 2N from line 1G) \_\_\_\_\_ 3.
4. Less additional fundraising expenses paid by charity including fee paid to commercial coventurer (to be completed by charity) \_\_\_\_\_ 4.
5. Less fair market value of goods and/or services used for the event coventure activity which were paid by sponsor(s) \_\_\_\_\_ 5.
6. Net proceeds realized by charity from the coventure activity campaign (subtract lines 4 and 5 from line 3) \_\_\_\_\_ 6.
7. (a) Is any director, officer, or employee of the commercial coventurer a director, officer, or employee of the charitable organization charity listed in this report?  
 Yes     No    If "yes" complete the following:

Name and address of director, officer, or employee of commercial coventurer	Name and address of <span style="color: red;">charitable organization charity</span>	Relationship of officer, etc. to <span style="color: red;">charitable organization charity</span>

(b) For each affiliation identified in 7(a), attach copy of the contract between the commercial coventurer and the charity.

Under penalties of perjury, each of the below signors declares that he/she has examined this report, including accompanying documents, schedules, and statements, and to the best of his/her knowledge and belief, it is true, correct and complete. Having typed my name below and by submitting this form, I certify, under penalty of perjury under the laws of the State of California, that I have examined this form, including accompanying information (if any), and to the best of my knowledge and belief, the content thereof is true, correct, and complete; that I understand an electronic signature has the same legal effect as a handwritten signature; and that I am authorized to sign this form for the registrant.

Name and Signature of authorized officer (commercial coventurer)	Printed name	Title	Date
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This report must be signed by two officers or directors of the charitable organization charity for verification.

Name and Signature of authorized officer/director (charity)	Printed name	Title	Date
Name and Signature of authorized officer/director (charity)	Printed name	Title	Date



**Office of the Attorney General**  
**Registry of Charities and Fundraisers**  
**Privacy Notice**  
**As Required by Civil Code § 1798.17**

**Collection and Use of Personal Information.** The Attorney General's Registry of Charities and Fundraisers (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 et seq.). 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](http://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](http://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 Charities and Fundraisers, 1300 I Street, Sacramento, CA 95814 at [rct@doj.ca.gov](mailto:rct@doj.ca.gov).

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# INSTRUCTIONS FOR ANNUAL FINANCIAL REPORT COMMERCIAL COVENTURER

(Form CT - 6CF)



## WHO MUST FILE?

Commercial coventurers registered in California must file an annual financial report with the Attorney General's Registry of Charities and Fundraisers for each coventure activity conducted on behalf of each ~~charitable organization~~[charity](#) for which funds, assets, or property were received during the preceding calendar year (See Government Code section 12599.2, subdivision (c)).

## WHEN TO FILE?

Commercial coventurers must file annual financial reports no later than 30 days after the close of the preceding calendar year. The deadline for filing annual financial reports is January 30 of each year.

## WHO MUST SIGN THE ANNUAL FINANCIAL REPORT?

To be accepted, Form CT-6CF must be signed by an authorized officer of the commercial coventurer and two officers or directors of the ~~charitable organization~~[charity](#).

## ~~FEES MAY BE IMPOSED FOR DELINQUENT FINANCIAL REPORTING~~

~~Government Code section 12586.1 authorizes the Attorney General to charge late fees for each month or part of a month for annual financial reports not received by January 30. This section can be found on the Charitable Trusts Section website at [www.oag.ca.gov/charities](http://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](http://www.oag.ca.gov/charities). You may also contact the California Attorney General's Registry of Charities and Fundraisers at [PF@doj.ca.gov](mailto:PF@doj.ca.gov).~~

## GENERAL INSTRUCTIONS

Enter the commercial coventurer registration number and name and address of the commercial coventurer.

Enter the ~~charitable trust~~[state charity](#) registration number and name and address of the charitable organization.

[Question 1: If the commercial coventurer does not have control of the funds solicited, it should obtain the necessary information from the charity's officers or directors in order to complete answer to Question 1.](#)

[Line Question 1G:](#) ~~Report t~~[The total revenue generated by the ~~campaign~~\[coventure activity\]\(#\).](#)

[Line Question 2N:](#) ~~Enter t~~[The total expenses reported on lines 2A thru 2M.](#)

[Line Question 3:](#) ~~Enter T~~[The actual amount to charity from the ~~campaign~~\[coventure activity\]\(#\).](#) (Exclude net profit or loss to commercial coventurer.)

[Question 4: the commercial coventurer should obtain the necessary information from the charity's officers or directors in order to complete answer to Question 4.](#)

[Question 6: answers to Questions 4 and 5 subtracted from answer to Question 3.](#)

**NOTE 1:** ~~Under circumstances in which the commercial coventurer does not have control of the funds, it will be necessary for the officers or directors of the charitable organization to complete the revenue and distribution portions of Form CT-6CF. Circle and initial those figures which are supplied by the charitable organization.~~