

MODEL FUNDRAISING DISCLOSURE STATEMENT for PROFESSIONAL FUNDRAISERS

Financial and other information about [legal name of charity]'s purpose, programs and activities can be obtained by contacting [name of charity representative] at [Address of charity's principal headquarters and phone number, and website], or for residents of the following states¹, as stated below. **Florida:** CH No. ____ A COPY OF THE OFFICIAL REGISTRATION AND FINANCIAL INFORMATION MAY BE OBTAINED FROM THE DIVISION OF CONSUMER SERVICES BY CALLING TOLL-FREE, WITHIN THE STATE, 1-800-HELP-FLA OR AT www.FloridaConsumerHelp.com. REGISTRATION DOES NOT IMPLY ENDORSEMENT, APPROVAL, OR RECOMMENDATION BY THE STATE. **Kansas:** Reg No. _____. A copy of the financial report for the preceding year is on file with the Secretary of State. **Maryland:** For the cost of postage and copying, from the Secretary of State. **Michigan:** MICS No. ____ **Mississippi:** The official registration and financial information of [name of charity] may be obtained from the Mississippi Secretary of State's office by calling 1-888-236-6167. **New Jersey:** INFORMATION FILED WITH THE ATTORNEY GENERAL CONCERNING THIS CHARITABLE SOLICITATION AND THE PERCENTAGE OF CONTRIBUTIONS RECEIVED BY THE CHARITY DURING THE LAST REPORTING PERIOD THAT WERE DEDICATED TO THE CHARITABLE PURPOSE MAY BE OBTAINED FROM THE ATTORNEY GENERAL OF THE STATE OF NEW JERSEY BY CALLING (973) 504-6215 AND IS AVAILABLE ON THE INTERNET AT <http://www.state.nj.us/lps/ca/charfrm.htm>. **New York:** A copy of our most recently filed financial report is available from the Charities Registry on the New York State Attorney General's website at www.charitiesnys.com or, upon request, by contacting the New York State Attorney General, Charities Bureau, 28 Liberty Street, New York, NY 10005, or us at [Address of charity's principal headquarters]. You may obtain information on charitable organizations from the New York State Office of the Attorney General at www.charitiesnys.com or (212) 416-8401.² **North Carolina:** Financial information about this organization and a copy of its license are available from the State Solicitation Licensing Branch at 1-888-830-4989 (within North Carolina) or (919) 814-5400 (outside of North Carolina).³ **Pennsylvania:** The official registration and financial information of [name of charity] may be obtained from the Pennsylvania Department of State by calling toll-free, within Pennsylvania, 1-800-732-0999. **Virginia:** From the State Office of Consumer Affairs in the Department of Agriculture and Consumer Services, P.O. Box 1163, Richmond, VA 23218. **Washington:** From the Charities Program at 1-800-332-4483, or www.sos.wa.gov/charities. **West Virginia:** West Virginia residents may obtain a summary of the registration and financial documents from the Secretary of State, State Capitol, Charleston, WV 25305. **Wisconsin:** A financial statement of the charitable organization disclosing assets, liabilities, fund balances, revenue and expenses for the preceding fiscal year will be provided to any person upon request. CONTRIBUTIONS ARE DEDUCTIBLE FOR FEDERAL INCOME TAX PURPOSES IN ACCORDANCE WITH APPLICABLE LAW. **REGISTRATION IN A STATE DOES NOT IMPLY ENDORSEMENT, APPROVAL, OR RECOMMENDATION OF [NAME OF CHARITY] BY THE STATE.**

[Name of charity] has retained [name of professional fundraising firm], a professional fundraising firm. The solicitor who contacted you, [legal name of individual solicitor] was operating under the direction and control of [name of professional fundraising firm], and is compensated.⁴ [Name of professional fundraising firm] will receive, as costs, expenses and fees, a portion of the funds raised through this solicitation campaign. **Alaska:** A copy of the financial statement of the charitable organization for whom the solicitation is being made and a copy of the contract will be provided upon request. **Colorado:** Reg. No. _____. Colorado residents may obtain copies of registration and financial documents from the office of the Secretary of State, 303-894-2200, www.sos.state.co.us. **Georgia:** A copy of the financial statement of the charitable organization for whom the solicitation is being made will be provided upon request. The contract disclosing the financial arrangements between the paid solicitor and the charity is on file with and available from the Secretary of State. **Illinois:** Contracts and reports regarding [name of charity] are on file with the Illinois Attorney General. **Kansas:** Reg No. _____. **Maine:** Information regarding the respective percentages that will be paid to the charitable organization and to the fundraising firm is available from the Department of Professional and Financial Regulation, 35 State House Station, Augusta, Maine 04333, 207-624- 8500. **North Carolina:** Financial information about the solicitor and a copy of its license are available from the state Solicitation and Licensing Branch at 1-888-830-4989. **Virginia:** The professional solicitor conducting this campaign, (primary name of professional solicitor), files a financial report for each campaign it conducts. Copies of these financial reports are available from the Virginia Office of Consumer Affairs, P.O. Box 1163, Richmond, VA 23218.⁵ **Washington:** Additional financial disclosure information can be obtained from the Office of the Secretary of State, (800) 332-GIVE. [Name of professional fundraising firm], is located at [address of professional fundraising firm], Tel. _____.

Vermont: Information regarding the respective percentages that will be paid to the charitable organization and to the fundraising firm is available at the Attorney General's web site, <http://www.atg.state.vt.us/>.

REGISTRATION IN THE ABOVE STATES DOES NOT IMPLY ENDORSEMENT, APPROVAL OR RECOMMENDATION OF [NAME OF PROFESSIONAL FUNDRAISING FIRM] BY THE STATE.

¹ Only include those states in which the organization is registered to solicit charitable contributions in that state.

² Must be **bold** 10 pt font

³ Must be underlined or **bold** 9 pt font

⁴ This sentence is only required in certain states if the written solicitation was sent as a follow-up to an oral solicitation made by an individual paid solicitor. (Alaska, Florida, Kentucky, New Jersey, Tennessee, Washington, Hawaii)

⁵ This sentence must appear on the front side of the document on a portion that is retained by the potential donor.

Model Professional Fundraiser Disclosure Statement is prepared by:

Perlman & Perlman, LLP · Attorneys at Law
521 Fifth Ave., 30th Floor · New York, NY 10175
Telephone: 212-889-0575 · Facsimile: 212-743-8120
www.perlmanandperlman.com

The information in this document does not constitute legal advice, and is not intended to substitute for legal counsel.