TO REGISTER WITH THE ILLINOIS ATTORNEY GENERAL'S OFFICE

ALL ORGANIZATIONS AND TRUSTS MUST SUBMIT:

LISA MADIGAN

ATTORNEY GENERAL

Revised 12/04

1. All fees due, including a $15.00 initial Registration Fee: payable to: “Illinois Charity Bureau Fund”.

2. "Charitable Organization Registration Statement" (Form CO-1), note all attachments required on form.

3. A completed form AG990-IL and a copy of the Federal Returns filed with the IRS for each of the past 3 years or for each year of the organization's existence (if more than three years prior to registration attach 3 years subject to further requests); or if the organization has been in existence less than 1 year submit the "Charitable Organization Financial Information Form" (Form CO-2).

4. A list of names, mailing addresses, and day time phone numbers of all Officers, Directors and/or Trustees.

5. A copy of the IRS Determination Letter or if pending, submit a copy of IRS Form 1023 or 1024.

6. If applicable, copies of all contracts with Professional Fund Raisers.

7. If applicable, the "Religious Organization Exemption Form" (Form CO-3).

8. IF A CORPORATION: Illinois Articles of Incorporation or Articles of Incorporation other than those from Illinois and a Certificate of Authority to do business from the Illinois Secretary of State. All Amendments to the Articles of Incorporation. By-Laws of the Corporation.

9. IF AN UNINCORPORATED ASSOCIATION: Constitution and all amendments and By-Laws of the Association.

10. IF A REPRESENTATIVE OF A PROBATE ESTATE (Containing Charitable Gifts): Will and Letters of Office. Inventory; Declarations of Trust for any trusts into which the Will pours over and all Amendments thereto.

11. IF A CHARITABLE TRUST OR A LIVING INTER VIVOS TRUST: Declaration of Trust, and all Amendments thereto; Inventory and recent accounting.

NOTE: Illinois law requires charitable organizations and trusts to file an annual financial report each year and pay an annual filing fee of $15 (and pay a $100 late report fee for each late report).

Direct the above registration materials, including all required fees payable to the “Illinois Charity Bureau Fund” to:

Office of the Illinois Attorney General
Charitable Trust Bureau
100 West Randolph Street, 11th Floor
Chicago, Illinois 60601-3175
(312) 814-2595

NOTE: LATE REGISTRATION FEES:

- The Solicitation for Charity Act requires that an organization which registers late must pay a late registration fee of $200.

- The Trust Act and Solicitation Act both also imposes a $100 late annual financial report filing fee for each annual report filed late.

- All fees due must accompany registrations.

SEE:

CHARITABLE TRUST ACT 760 ILCS 55/1 et. Seq.

SOLICITATION FOR CHARITY ACT 225 ILCS 460/1 et. Seq.

COregins Madigan 12-2004.wpd