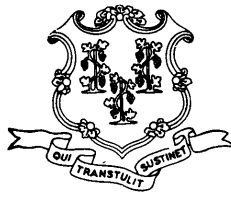


STATE OF CONNECTICUT
 DEPARTMENT OF CONSUMER PROTECTION
 450 Columbus Blvd, Ste 801
 Hartford, CT 06103
 Email: dcp.publiccharities@ct.gov



For Official Use Only

Charitable Organization Renewal Notice

To Be Eligible For Renewal Financials Must Be Current:

- 1) The current year's IRS 990 report must be completed and filed with the IRS.
- 2) Charitable organizations with gross revenue between \$500,000 and \$1,000,000 as indicated on your current year's 990 or business tax return, must have an independent audit report or review report completed by an independent certified public accountant. Charitable organizations with gross revenue greater than \$1,000,000 as indicated on your current year's 990 or business tax return, must have an independent audit report completed by an independent certified public accountant.

Charitable organizations **must** retain financials for 3 years.

Copies of IRS 990 reports and audits will no longer need to be provided to the Department of Consumer Protection, unless audited.

To Renew Online:

- Visit www.ct.gov/dcp and select "Renew a License." This link will provide information on how to renew online.

To Renew by Mail: Complete this renewal notice and send the following:

- A non-refundable fee of \$50.00.
- Add an additional \$25.00 for each month the renewal notice is received after the expiration date.
- Checks must be made payable to "Treasurer, State of Connecticut."
- Make address and/or email changes on this form.

Public Charity Registration Number to be Renewed	Expiration Date of Registration

Organization Information

Name of Charitable Organization				
Street Address		City	State	Zip Code
FEIN	Fiscal Year End	Email Address *Notifications and certificates are emailed only*		

Renewal Questions: Answer each of the mandatory questions below.

1. Did your organization file the current year's IRS 990, 990 EZ, 990N, 990PF with the IRS? <input type="checkbox"/> Yes <input type="checkbox"/> No
2. Select the range that best describes the total gross revenue the organization received in whole dollar amounts on their last IRS 990 form. <input type="checkbox"/> Less than \$500,000 <input type="checkbox"/> Between \$500,000 and \$1,000,000 <input type="checkbox"/> Greater than \$1,000,000
3. If gross revenue are greater than \$500,000, did the organization complete an independent audit report for this renewal period? <input type="checkbox"/> Yes <input type="checkbox"/> No

Certification

One authorized person from the organization **must** sign this renewal notice and attestation on behalf of the organization.

I hereby certify under penalty of false statement that I am authorized to sign this document for the organization and that the information provided is true and complete to the best of my knowledge.

 Signature _____
 Printed Name _____
 Date