

**FUND RAISING COUNSEL REGISTRATION STATEMENT**

***PLEASE READ INSTRUCTIONS BELOW BEFORE COMPLETING THIS FORM***

1. Is the fund raising counsel now or has the fund raising counsel ever been registered under the Connecticut Solicitation of Charitable Funds Act? ☐ Yes ☐ No  
If yes, state the Connecticut Fund Raising Counsel Registration Number: \_\_\_\_\_
2. Provide the full legal name and mailing address of the fund raising counsel:  
Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City, State & Zip Code: \_\_\_\_\_
3. Telephone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_
4. **Attach** a list of the names, residence addresses and titles of all officers, directors and key employees.
5. The fund raising counsel is a (check one): ☐ corporation ☐ partnership ☐ individual  
☐ limited liability company ☐ other (describe) \_\_\_\_\_  
The fund raising counsel was organized in the year \_\_\_\_\_ under the laws of the State of \_\_\_\_\_.
6. Is the fund raising counsel registered in other states to provide counseling services? ☐ Yes ☐ No  
If yes, **attach** a list of those states.
7. Has the fund raising counsel's registration ever been denied, suspended, revoked or enjoined by any state agency or by any court, or are there such proceedings pending? ☐ Yes ☐ No  
If yes, **attach** a detailed explanation.
8. Provide an Email address where the fund counsel can be contacted (**required**)  
\_\_\_\_\_

**CERTIFICATION**

I hereby certify under penalty of false statement that I am authorized to sign this document on behalf of the fund raising counsel and that the information provided is true and complete to the best of my knowledge.

Signed: \_\_\_\_\_ Date \_\_\_\_\_

Print name: \_\_\_\_\_ Title \_\_\_\_\_

**INSTRUCTIONS FOR REGISTERING**

Registration is required only of fund raising counsel which at any time have custody or control of contributions.

Submit completed Fund Raising Counsel Registration Statement (form CPC-56), fully executed Bond Form (form CPC-57), attachments and check in the amount of \$120.00 made payable to "*Treasurer, State of Connecticut*" to:  
Public Charities, Department of Consumer Protection, 450 Columbus Blvd, Ste. 801, Hartford, Connecticut 06103.

A fund raising counsel is required to have a written contract with each charitable organization for which it provides services. A copy of the contract must be filed with the Department of Consumer Protection, Public Charities at least fifteen (15) days prior to the date such services commence.

A fund raising counsel which at any time has custody or control of contributions must account to the charitable organization within forty-five (45) days following the completion of a solicitation campaign lasting less than one year and on each anniversary of the start of soliciting for campaigns that exceed one year in length.