

**DOCUMENTS A PROFESSIONAL FUND RAISER MUST SUBMIT TO REGISTER
WITH THE ILLINOIS ATTORNEY GENERAL'S OFFICE**

ALL PROFESSIONAL FUND RAISERS MUST SUBMIT:

1. **\$100.00 Registration Fee.** Check or Money Order payable to "Illinois Charity Bureau Fund" attached to Form PFR-01.
2. "Professional Fund Raiser Registration Statement" (Form PFR-01).
3. "Professional Fund Raiser (PFR) List of Charities & Contracts" (Form PFR-06).
4. A copy of all contracts listed on Form PFR-06 along with the **\$25.00 Filing Fee for Each Contract.** Check or Money Order payable to the "Illinois Charity Bureau Fund" attached to Form PFR-06.
5. "Professional Fund Raisers Bond" (Form CS-6) This Form must be filed by all Professional Fund Raisers that have access to or control of funds raised.
6. "Professional Solicitor Registration Statement" (Form PS-01) This Form must be filed for each Solicitor employed by the PFR.
7. Partnership Agreement or Articles of Incorporation of Professional Fund Raiser.
8. Certificate of Authority to Transact Business in Illinois. This must be filed by out of state corporations only.
9. List of all business locations used for fund raising. (Attach a schedule indicating street address, city, state).

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

Office of the Attorney General
Charitable Trust Bureau
115 S. LaSalle St
Chicago, IL 60603
(312) 814-2595

Note: Registrations and contracts not filed timely must by law pay a late filing fee of \$1,000.00 for each contract that is not on file with this office.