



Solicitation Registration Form

City Hall - 67 North Main Street, Madisonville, KY 42431

(270) 824-2100

Prior to conducting a subject charitable solicitations campaign, a solicitation registration form must be completed in full and filed with the City Clerk and the Police Department not less than thirty (30) days prior to initiation of the campaign. A solicitor may utilize the form for more than one subject charitable solicitations campaign except any campaign utilizing a professional agency or professional solicitor, whereby the professional retains at least fifty (50%) percent of gross funds raised, shall require a separate registration.

I. General Information:

Sponsoring Agency _____

Address _____

City _____ State _____

Dates of Solicitation _____ Through _____

President or Solicitation Chairman _____

Total Current Dollar Goal to Sponsoring Agency \$ _____

Total Revenue Raised for Campaign(s) in preceding Year, if any
\$ _____

Federal Tax-Exemption Number, if any _____

II. If a professional agency or professional solicitor is retained by the sponsoring charitable agency to assist in solicitations, you must attach a copy of any contract of employment to this form and complete the following information:

Name of Professional Agency or Solicitor _____

Address _____ City _____ State _____

Representative _____

Local Address _____

Percent of Solicitation retained by sponsoring agency _____%

Percent of Solicitation retained by professional agency or

Professional solicitor's _____%

III. Type of Solicitation:

1. Direct Contributions

2. Product Sales Product _____ Price _____ Commission _____

(If more than one, list on back of this form or attached exhibit).

3. Ticket Sales Event _____ Ticket _____ Price _____

(If more than one, list on back of this form or attached exhibit).

4. Other: If other, please write a brief description of the type of solicitation:

IV. Method of Solicitation:

1. Telephone _____ (Prohibited for Paid Solicitors)

2. Mail _____

3. Person to Person _____

4. Counter Box _____

Indicate Number _____ (must be picked up immediately after campaign).

5. Other _____

I attest that neither myself, nor anyone in the Sponsoring Agency, to my knowledge and belief, has been convicted of a felony within three (3) years prior to the date of this Registration Form, and that all of the foregoing information in this Registration Form is true and accurate to the best of my knowledge.

Signature _____

Title: _____

Witness: _____

Clerk: _____

