



## Secretary of State of the State of Arkansas

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### **NOTIFICATION OF SALES PROMOTION WITH COMMERCIAL COVENTURER**

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Arkansas Code Annotated § 4-28-408 requires every charitable organization which agrees to permit a charitable sales promotion to be conducted on its behalf shall obtain a written agreement from the commercial coventurer and file a copy of the agreement with the Secretary of State prior to the commencement of the sales promotion.

The following constitutes appropriate notice to the Secretary of State:

1. A completed Notice of Sales Promotion with Commercial Coventurer (Form CR-04); and
2. A copy of the written agreement which includes the terms outlined in Ark. Code Ann. § 4-28-408(a)(2)(A) – (E), and executed by both parties.

This form and all attachments should be submitted via email to [charities@sos.arkansas.gov](mailto:charities@sos.arkansas.gov). Incomplete submissions will not be accepted.

If you have questions or inquiries, please contact us via email at [charities@sos.arkansas.gov](mailto:charities@sos.arkansas.gov), via phone at (501) 683-0094, or via mail to Arkansas Secretary of State, Business and Commercial Services, ATTN: Charities Registration, 1401 W. Capitol, Suite 250, Little Rock, AR 72201.

## Section I. Charitable Organization Information

Federal EIN of Charitable Organization		SoS Filing Number	
Organization's Legal Name			
Address			
City		State	Zip
Web Address			
Telephone Number		Fax Number	

## Section II. Commercial Coventurer Information

Federal EIN of Commercial Coventurer		SoS Filing Number (If applicable.)	
Organization's Legal Name			
Address			
City		State	Zip
Web Address			
Telephone Number		Fax Number	

## Section III. Sales Promotion Agreement Information

Contract Start Date ____/____/____	Contract End Date ____/____/____
Date of Final Accounting ____/____/____	Date Charity is to Receive Proceeds ____/____/____
Description of Goods or Services to be Offered to the Public	