# Notice of Intent to Cease Solicitation Activity


**Division of Charitable Solicitations and Gaming**
**Department of State**
State of Tennessee
312 Rosa L. Parks Avenue, 8th Floor
Nashville, Tennessee 37243
Phone: 615-741-2555
Fax: 615-253-5173
sos.tn.gov/charitable

Tre Hargett
Secretary of State


*For Office Use Only*

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**INSTRUCTIONS:** Pursuant to T.C.A. § 48-101-506(h), any person that ceases solicitation activities after registration must notify the secretary of state of such fact within thirty (30) days after solicitation activities end. Within ninety (90) days after the end of the solicitation activities or ninety (90) days after its fiscal year ends, that person shall file with the secretary financial documentation required by T.C.A. § 48-101-506(b).

Name of organization: _____ CO ID: _____

Contact Name: _____ FEIN: _____

Address: _____

City: _____ State: _____ Zip Code: _____ County: _____

Telephone Number: (____)_____ Fax Number: (____)_____

E-mail: _____ Website: _____

I, _____ (Print name), do swear and affirm that _____ (Name of organization) is no longer soliciting donations from or within the State of Tennessee, effective immediately. I do swear and affirm that this organization will no longer conduct any solicitations in the State of Tennessee and understand that if the organization wants to solicit from or within the State of Tennessee in the future, it must first register with this office. I understand that the above mentioned organization will be deemed inactive in the State of Tennessee upon receipt of this form and accompanying financial documentation by the Division of Charitable Solicitations.

**Or**

I swear and affirm that the above mentioned organization is not receiving contributions from the State of Tennessee on a repeated and ongoing basis or a substantial basis through its websites, as defined by Tenn. Comp. R. & Regs. 1360-03-01-.01.

**Signature:** I certify that the information in this Notice of Intent to Cease Solicitation Activity is true and correct to the best of my knowledge.

❑ Most recent IRS Form 990 or financial documentation is **attached** as required by T.C.A. § 48-101-506(b).

**Please Note: Notice/Request will not be processed unless financial documentation accompanies form.**

Signature of Principal Officer or Authorized Representative: _____

Salutation: _____

First: _____ MI: ____ Last: _____

Position Title: _____ Date: _____