



## **Certification of Co-Venturer**

I certify under penalty of perjury that the information furnished in this report is true and correct to the best of our knowledge and attest to the amount of income received, as reported on the previous page.

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Print name of Chief Financial Officer of Co-Venturer

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Print title

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Signature of Chief Financial Officer

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Date

## **Certification of Charity**

I certify under penalty of perjury that the information furnished in this report is true and correct to the best of our knowledge.

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Print name of Chief Financial Officer of Charity

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Print title

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Signature of Chief Financial Officer

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Date

# Information Sheet for Commercial Co-Ventures

## GENERAL INFORMATION

N.J.S.A 45:17A-29 states that:

- a. Every charitable organization which permits a charitable sales promotion to be conducted on its behalf shall obtain a written contract from the commercial co-venturer and shall file a copy of the agreement with the Attorney General at least 10 days prior to the initiation of that charitable sales promotion. The contract shall be accompanied by a fee of \$30.00.
- b. A charitable organization shall file in writing on forms prescribed by the Attorney General the following information at the conclusion of the charitable sales promotion:
  - (1) As reported to the charitable organization, the gross amount of income received by the commercial co-venturer attributable to the sales promotion, solicitation or venture undertaken;
  - (2) The amount of money or other contribution remitted to the organization covering each event or portion of an extended charitable sales promotion; and
  - (3) Any other information as may be required by rules adopted by the Attorney General.
- c. All filings of the Form CCO-500 report shall be accompanied by a fee of \$10.00.
- d. The commercial co-venturer shall disclose in each advertisement for the charitable sales promotion the dollar amount or percent per unit of goods or services purchased or used that will benefit the charitable organization or purpose. If the actual dollar amount or percent cannot reasonably be determined prior to the final date of the charitable sales promotion, the commercial co-venturer shall disclose an estimated dollar amount or percent. Any such estimate shall be reasonable and shall be based upon all of the relevant facts known to the commercial co-venturer and the charity organization regarding the charitable sales promotion.

### **Definitions** (N.J.S.A. 45:17A-20)

1. "Charitable sales promotion" means an advertising or sales campaign, conducted by a commercial co-venturer, which represents that the purchase or use of goods or services offered by the commercial co-venturer will benefit a charitable organization or purpose.
2. "Commercial co-venturer" means any person who, for profit or other consideration, is regularly and primarily engaged in trade or commerce other than in connection with the raising of funds or any other thing of value for a charitable organization, and who advertises that the purchase or use of his goods, services, entertainment or any other thing of value will benefit a charitable organization.

### **Instructions for filling out Form CCO-500**

Form CCO-500 must be filed within 40 days after the expiration of the contract.

1. Question 1: Provide all of the names used by the charity to solicit contributions. Please note that all registration numbers start with "CH" and continue with six digits.
2. Question 2: Provide the full name used by the commercial co-venturer.
3. Question 3: Provide the commencement and termination dates of the sales promotion.
4. Question 4: Provide a description of the product or service sold to benefit the charity, plus the number of goods or services sold. Give an amount or percentage of goods or services to benefit the charity. You may obtain this information from the contract.
5. Question 5: Provide the total amount of money received by the co-venturer as a result of the sales promotion. Give the total amount of money received by the charity.
6. The certification must be signed by the fiscal officer of the charity.
7. The filing fee for a contract is \$30 and there is a \$10 fee for filing this report.