



STATE OF MAINE  
DEPARTMENT OF PROFESSIONAL  
AND FINANCIAL REGULATION  
OFFICE OF LICENSING & REGISTRATION

**Charitable Solicitations**  
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AUGUSTA, MAINE  
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Paul R. LePage  
Governor

Anne L. Head  
Director

September 2011

**NOTICE TO ALL APPLICANTS AND LICENSEES REGARDING UPDATED  
APPLICATION AND RENEWAL FORMS**

In an effort to streamline the application process and reduce the amount of paperwork required for licensure, the Department has updated the initial applications and renewal applications for all licensees within the Charitable Solicitations Program. These new processes apply to the following applicants and licensees:

- Charitable Organization (CO)
- Exempt Charitable Organization (ECO)
- Professional Solicitor (PS)
- Professional Fund-Raising Counsel (PFR)
- Commercial Co-Venturer (CCV)

**INITIAL APPLICATION FOR LICENSURE**

Effective September 1, 2011, the Department will only accept the newly formatted initial applications for licensure; all other applications will be returned. To view the new applications for licensure, [please click here](#).

**RENEWAL APPLICATION(S) FOR CURRENT LICENSEES (CO, ECO, PS, PFR, CCV)**

The 2011 renewal forms for the licensure cycle ending November 30, 2011 will be mailed sixty (60) days prior to the expiration date of November 30, 2011. The 2011 renewal applications have been designed to help reduce the submission of unnecessary paperwork.

**Please note that any renewal applications and fees submitted prior to October 1, 2011 will not be accepted and will be returned to the licensee.**

Should you have any questions, or need further clarification, please feel free to contact the Department at the number listed below or via email at [charitable.sol@maine.gov](mailto:charitable.sol@maine.gov). Thank you.



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