**Instructions for the Charitable Trust Verification Form**

The Illinois' Charitable Trust Act (760 ILCS 55/1 *et seq*.) and the Solicitation For Charity Act (225 ILCS 460/0.01 *et seq*.), requires Grantee’s to notify the Attorney General’s Office of the filing of appropriate registration materials and annual reports with the Attorney General’s Charitable Trust Bureau that occurs after the date of this Agreement.

The Charitable Trust Verification Form is the form to make this notification.

**Filing Charitable Trust documents without an extension**

Fill out and return this form to the Grant Monitor at the time of filing the agency Charitable Trust information. The person filing the Charitable Trust information should sign the form.

**Requesting an extension for Charitable Trust filing**

If the agency requests an extension of the filing, mark the YES box and record the date the extension expires. Return the form to the Grant Monitor. The person filing the Charitable Trust information should sign the form.

**Notification of Status**

Upon receipt of the Charitable Trust letter confirming the agency status, forward a copy of the letter to the Grant Monitor. You must request this letter from the Charitable Trust division. It is not automatically sent to you.