



Secretary of State of the State of Arkansas

**NOTIFICATION OF SALES PROMOTION WITH
COMMERCIAL COVENTURER**

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. Incomplete submissions will not be accepted.

If you have questions or inquiries, please contact us via email at 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.

1401 W. Capitol, Suite 250 • Little Rock, Arkansas 72201
Telephone (501) 683-0094 • Fax (501) 682-3437
WEBSITE • www.sos.arkansas.gov

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	