



## General Guide for Initial Registration with the Attorney General's Registry of Charitable Trusts

All charitable corporations, unincorporated associations, trustees, or other persons holding assets in trust for charitable purposes must register with the Attorney General's Registry of Charitable Trusts **within 30 days** of initially receiving assets (funds, property, etc.).

To complete initial registration, submit the following documents and information to the Registry:

1. Form CT-1 (available for download on this website).
2. Founding documents, as follows:
  - Corporations: articles of incorporation and all amendments and current bylaws.
  - Associations: instrument creating the organization (bylaws, constitution, and/or articles of association).
  - Trusts: trust instrument or will and decree of final distribution.
  - Trustees for charitable purposes: statement describing your operations and charitable purpose.
3. IRS Form 1023, if submitted to IRS.
4. IRS determination letter, if received from IRS.
5. \$25.00 initial registration fee.

### MAILING ADDRESS

California Attorney General's Office  
Registry of Charitable Trusts  
P.O. Box 903447  
Sacramento, CA 94203-4470