



Business License Application, Charitable Solicitation

<p>For staff use only</p> <p>License Number:</p>
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The Department of Local Services, Permitting Division (Permitting) provides business licensing services for unincorporated King County. Only a few specific types of businesses require a King County business license. See [Types of Business Licenses](#) for a complete listing.

How to apply: Submit this completed application form by email to PermitServices@kingcounty.gov. Your application will be screened, and a confirmation email will be sent to you with online payment instructions.

Incomplete applications will not be accepted.

Application Fees Select one

\$40 per year for charitable organizations,
or
 \$1,000 per year for professional fund-raising organizations or promoters

Application Status Select one

New application,
or
 Renewal application (attach [Charitable Solicitation Fiscal Year Financial Statement](#))

Organization Information

ORGANIZATION/PROMOTER NAME		DBA NAME	
BUSINESS ADDRESS	CITY	STATE	ZIP CODE
BUSINESS MAILING ADDRESS Same as above	CITY	STATE	ZIP CODE
EMAIL ADDRESS	PHONE NUMBER		

Business License Application, Charitable Solicitation, continued

USE OR DISPOSITION TO BE MADE OF RECEIPTS:

Person(s) in direct charge of conducting solicitation:

NAME	ADDRESS	DATE OF BIRTH
NAME	ADDRESS	DATE OF BIRTH

Person by whom the receipts of solicitation will be disbursed:

ONLINE METHOD(S) USED IN CONDUCTION SOLICITATION

LOCATION(S) OF ANY TELEPHONE SOLICITATION HEADQUARTERS

Date Solicitation begins and ends: From: To:

If solicitation by means of coin or currency boxes or receptacles, attach list of locations for each such box and/or receptacle.

State the amount of any wages, fees, commission, salaries, expenses to be paid to any person in connection with solicitation. Include the names and addresses of all such persons:

Attach an itemization of the estimated cost of the solicitation.

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Will the cost of solicitation for direct gifts exceed 20% of the total gross amount raised, or for sale and benefit affairs, exceed 55% of the total gross amount raised?	Yes	No
For both types of solicitation, will all wages, fees, commissions, salaries and emoluments to be paid to all salespeople, solicitors, collectors, customers and managers exceed 20% of the total gross amount to be raised?	Yes	No
WHAT CHARITABLE WORK IS NOW BEING DONE IN KING COUNTY?		
LIST ANY CONVICTIONS OF APPLICANT, PRINCIPAL, PRINCIPAL OFFICERS AND/OR MANAGERS:		

I, _____, being first duly sworn upon oath, am the above-named applicant, and make this affidavit for the purpose of obtaining from King County a CHARITABLE SOLICITATION PERMIT in accordance with the provisions of King County Ordinance No. 1603. I have personal knowledge of the matter stated in the foregoing application and the statements contained therein are true. The provisions of King County Ordinance No. 1603 have been read and understood by the undersigned and principal officers of the applicant. Further, it is understood that a permit, if granted, will not be used or represented as an endorsement by King County or by any department or officer thereof, of solicitations made thereunder.

SIGNATURE	DATE
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<p>SUBSCRIBED and SWORN to before me this _____ day of _____, 20____ by:</p> <p>NOTARY PUBLIC in and for the State of Washington, residing at:</p> <p>My Commission Expires at:</p>	<p>Notary Seal or Stamp</p>
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