

**CITY OF SUFFOLK  
CHARITABLE ORGANIZATION – REQUEST FOR EXEMPTION  
ARTICLE III, SECTION 62-112 (1) CITY OF SUFFOLK SOLICITATION ORGINANCE  
(Educational Institutions)**

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**Name of Organization:** \_\_\_\_\_

**Principal Address of Organization:**

**Street:** \_\_\_\_\_

**City, State, Zip** \_\_\_\_\_

**Purpose of Organization:**

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The above named charitable organization hereby requests an exemption from the registration requirements of Section 62-111 and Section 62-161, City of suffolk Solicitation Ordinance, adopted February 1, 1978, on the basis of this verified statement that:

(check the one applicable reason and, where indicated, fill in the information necessary to complete the reason)

- (a) It is an educational institution which is recognized by the Superintendent of Public Instruction in Virginia.
- (b) It is an educational institution which is accredited by a regional accrediting association. That regional accrediting association is \_\_\_\_\_ which has its principal office at \_\_\_\_\_ and if fully effective until \_\_\_\_\_.
- (c) It is an educational institution which is accredited by an organization affiliated With the National Commission on Accrediting. That organization is \_\_\_\_\_ which has its principal office at \_\_\_\_\_ Phone \_\_\_\_\_ Accreditation was issued on \_\_\_\_\_ and is fully effective until \_\_\_\_\_
- (d) It is a foundation having an established identity with an educational institution Which is recognized by the superintendent of Public Instruction of Virginia, or Accredited by a regional accrediting association, or accredited by an Organization affiliated with the National Commission on Accrediting. That Educational institution is:

\_\_\_\_\_  
**(Name)**

\_\_\_\_\_  
**(Address)**

\_\_\_\_\_  
**(Phone)**

The educational institution is recognized or accredited by:

\_\_\_\_\_  
**(Name of accrediting agency)**

Which has its principal office at \_\_\_\_\_ Phone \_\_\_\_\_

NOTE: When claiming this exemption, attach a letter signed by the president or head of the educational institution verifying the relationship between the educational institution and the foundation, in addition to the applicable letters or certificates of accreditation relating to the institution.

- (e) It is an educational institution confining its solicitation of contributions to its Student body, alumni, faculty, and trustees, and their families.

\_\_\_\_\_  
Attach hereto all documents or copies thereof relied upon in claiming exemption

**-VERIFICATION-**

I, the undersigned (president) (vice president) (treasurer) (officer), duly authorized to act for the organization for which this request is made, verify that this request for exemption has been examined by me and is, to the best of my knowledge and belief, a true and correct statement pursuant to the law of the Commonwealth of Virginia.

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Title**

Before me, a Notary Public, in and for the City of \_\_\_\_\_, Commonwealth of Virginia, personally appeared, this date, \_\_\_\_\_ who being duly sworn, does state upon oath and penalties of perjury, that the above statements consisting of \_\_\_\_\_ pages(s), are true to the best of his knowledge and belief.

\_\_\_\_\_  
Notary Public

My commission expires: \_\_\_\_\_

My registration number: \_\_\_\_\_