

PLEASE ENCLOSE ORIGINAL INFORMATION CARD _____, WHEN FILING THIS

REPORT DUE DATE: _____

(No later than THIRTY (30) DAYS after last solicitation date)

REPORT OF RESULTS OF ACTIVITY CONDUCTED FOR A CHARITABLE PURPOSE

Fill in and Return to:

THE COUNTY OF LOS ANGELES
BUSINESS LICENSE COMMISSION
374 KENNETH HAHN HALL OF ADMINISTRATION
500 W. TEMPLE STREET,
LOS ANGELES, CA 90012
(213) 974-7691 Phone (213) 633-5102 Fax

READ CAREFULLY

Section 7.24.300 of the BUSINESS LICENSE ORDINANCE requires that you:

1. File this form with the BUSINESS LICENSE COMMISSION within 30 days after the close of the solicitation
2. Show all contributions resulting from the solicitation. Detail all expenses of the solicitation and show exactly how the contributions are, or will be, disbursed.
3. This form is to be signed by an officer of the organization
4. Indicate below, the organization, event, and dates as shown on your Information Card

(Name of Organization)

(Address)

(Telephone)

(State the Kind of Event or Solicitation Held)

(Information Card # - Enclose)

Event Held from: _____ to _____
(Beginning Date) (End Date)

GROSS RECEIPTS: (**BEFORE** deducting expenses)

Ticket Sales and/or Admission Charges \$ _____

Amount received from general appeal for funds (door-to-door, mail, telephone, newspaper, etc) \$ _____

Returns from sale of merchandise \$ _____

(cookies, candy, refreshments, etc., and/or operation of concession booths)

If contributions other than funds were received, give their cash value \$ _____

Sale of Advertising Space \$ _____

Other Receipts \$ _____

(Itemized) _____ \$ _____

_____ \$ _____

_____ \$ _____

_____ \$ _____

_____ \$ _____

_____ \$ _____

Total \$ _____

Federal, State, and City Taxes \$ _____

TOTAL RECEIPTS (LESS Federal, State, and City Taxes) \$ _____

(OVER)

**REPORT OF RESULTS OF ACTIVITY
CONDUCTED FOR A CHARITABLE PURPOSE**

INFORMATION CARD _____

(CONTINUED FROM PAGE 1)

EXPENSES OF SOLICITATION OR ACTIVITY

Salaries, Wages, Commissions	\$ _____
Remuneration to promoters and/or managers	\$ _____
Remuneration to entertainers, participants, or artists	\$ _____
Commission to any organization authorizing appearance of artists and / or entertainers	\$ _____
Music or Sound Equipment	\$ _____
Rental of auditorium, hall, buildings, storeroom, grounds, or other space	\$ _____
Rental or purchase of equipment, costumes, or uniforms	\$ _____
Food purchases (for luncheon, dinner, banquet, barbecue, etc.)	\$ _____
Disbursed for reservation charges (such as per-plate costs, etc.)	\$ _____
Cost of refreshments, novelties, etc. for resale	\$ _____
Prizes, decorations, or favors	\$ _____
Printing, postage, or stationary	\$ _____
Publicity, advertising, telephone, radio or television time	\$ _____
Transportation	\$ _____
Other expenditures	\$ _____
<i>(Itemized)</i> _____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____

TOTAL EXPENSES FOR SOLICITATION OR ACTIVITY \$ _____

NET REMAINING FOR CHARITABLE PURPOSES \$ _____

DISTRIBUTION OF FUNDS:

Furnish detailed information. If solicitation was in behalf of another organization or association, show its NAME, ADDRESS, and DATE funds were released and the AMOUNT:

_____ \$ _____

THIS REPORT MUST BE SIGNED BY AN OFFICER OF THE ORGANIZATION

(PRINT NAME)

(DATE SUBMITTED)

X _____
(SIGNATURE OF OFFICER)

(TITLE)

(ADDRESS, CITY, STATE & ZIP)

PLEASE PRINT NAME, THEN SIGN

(TELEPHONE)