



STATE OF MAINE  
DEPARTMENT OF PROFESSIONAL  
AND FINANCIAL REGULATION  
OFFICE OF PROFESSIONAL & OCCUPATIONAL REGULATION  
**Charitable Solicitations Act**  
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AUGUSTA, MAINE  
04333-0035

Paul R. LePage  
Governor

Anne L. Head  
Director

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## NOTICE TO LICENSEES REGARDING 2013 RENEWAL APPLICATIONS

The Office of Professional and Occupational Regulation, Charitable Solicitations Program is pleased to announce that effective October 2, 2013 all charitable organizations, exempt charitable organizations, professional solicitors and professional fundraising counsel will be able to renew their professional licenses online. The Office will email renewal reminders to all licensees on October 1, 2013 – the email reminders will contain the organization name and access code.

The organization's access code and license number will be required to renew the license online. The access code is designed to verify the organization's identity and to protect its personal and professional information. Licenses may be renewed online, 24 hours a day, 7 days a week, beginning 60 days prior to the license expiration date. Payment may be made with Visa or MasterCard. If you prefer not to renew online, organizations may use the online service to print the paper renewal for completion and submission to the Office.

Don't have the organization's license number? You may find this information by clicking on the link below – search using part of or the entire organization name.

### [Search for a Company](#)

Still can't find the license number? Call or email the office for assistance.

**Please note that renewal applications and fees submitted prior to October 1, 2013 will not be accepted and will be returned.**

If you have any questions, or need further clarification, please feel free to contact the Department at the number listed below or via email at [charitable.sol@maine.gov](mailto:charitable.sol@maine.gov).



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TTY users call Maine relay 711

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