



State of Rhode Island and Providence Plantations

DEPARTMENT OF ATTORNEY GENERAL

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Peter F. Kilmartin, Attorney General

INSTRUCTIONS FOR CHARITABLE TRUSTS

REGISTRATION OF TRUSTS:

- a. An initial "Charitable Trust Registration Statement" form is to be filled out and returned to this office for each trust being registered with this office. This document may be sent to you upon request or accessed via the Rhode Island Department of Attorney General website,
http://www.riag.state.ri.us/documents/charitabletrust/ct_registration_statement.pdf;
- b. An initial filing fee of \$50.00 must be enclosed with the Registration Statement. Please make all checks payable to the "General Treasurer of Rhode Island";
- c. A single copy of the Will, Indenture, and/or other Trust Instrument must be accompanied with initial Registration Statement. Any amendments to the Trust documentation must be filed with this office within thirty (30) days of the amendment; and
- d. Upon receipt of all required materials, this office will forward, to the registrant, a notice of successful registration along with an assigned "Attorney General Number" that must be used in all future correspondences with this office.

ANNUAL REPORTS:

- a. This office requires an annual report to be filed with this office, each and every year that the charitable trust remains an active in the State of Rhode Island. The deadline for submission is July 1 of the trust's previous fiscal year.
- b. A trustee may submit either the "Annual Report for Charitable Trusts" form, which may be sent to you upon request or accessed via the Rhode Island Department of Attorney General website,
http://www.riag.state.ri.us/documents/charitabletrust/ct_annual_report.pdf;
or, in the alternative, a copy of the IRS 990 filing submitted to the Internal Revenue Service for the previous fiscal year may be filed with this office. **NO OTHER FORM(S) WILL BE ACCEPTED.**

- c. A \$50.00 annual filing fee of \$50.00 must be enclosed with the Annual Report. Please make all checks payable to the "General Treasurer of Rhode Island." **No charitable trust is exempt from the \$50.00 annual filing fee, regardless of the value of the trust.**

TERMINATION OF TRUSTS:

- a. A "Charitable Trust Termination Statement" form must be filled out and returned to this office upon the termination of the trust. You may access this form via the Rhode Island Department of Attorney General website, http://www.riag.state.ri.us/documents/charitabletrust/ct_termination_statement.pdf, or it can be sent to you upon request. A single copy of the Will, Indenture, and/or other Trust Instrument, as well as, the most recent financial statement showing the most recent fair market value of the trust must be accompanied with the "Charitable Trust Termination Statement";
- b. Upon receipt of all necessary materials, this office will decide whether to approve of the termination. If termination is granted, this office will mail, to the trustee(s), a copy of the original "Charitable Trust Termination Statement" form with the signature of a Special Assistant Attorney General as verification of consent to terminate; and
- c. All trusts with assets of less than two hundred thousand (\$200,000.00) dollars, may be terminated with the consent of the Attorney General, along with the present and future beneficiary(ies); however, only the consent of the Attorney General is necessary. For trusts with assets above two hundred thousand (\$200,000.00) dollars, the Court's approval is required for the termination of the trust.

REQUEST TO INSPECT AND/OR INSPECT RECORDS:

- a. A "Request to Inspect and/or Copy Records" form must be filled out and returned to this office for copies of any documentation. You may access this form via the Rhode Island Department of Attorney General website, http://www.riag.state.ri.us/documents/charitabletrust/ct_request_inspect.pdf, or it can be sent to you upon request;
- b. Copies of documents are charged at fifteen (\$0.15) cents per page or the actual reproduction cost for paper larger than 8 1/2" by 14", plus a search, retrieval and

copying fee of fifteen (\$15.00) dollars per hour. There will be no charge associated with the first sixty (60) minutes of search, retrieval and copying time.

- c. Rhode Island General Law § 38-2-6 prohibits the use of information obtained from public records to solicit for commercial purposes or to obtain a commercial advantage over the party furnishing that information to the public body. Violation of this Statute is a misdemeanor offense, punishable by a fine or not more than five hundred (\$500.00) dollars and/or imprisonment for not more than one (1) year.

The Rhode Island Charitable Trust Statutes can be found in the Rhode Island General Laws §§ 18-9-1, et seq. or by visiting <http://www.rilin.state.ri.us/Statutes/TITLE18/INDEX.HTM>.