

Q1: How do I get started on the Fundraiser Portal?

A1: Visit [this link](#) to access the Fundraiser Portal. Detailed instructions can be found on our website.

Q2: What forms can be submitted through the Fundraiser Portal?

A2: Forms 9, 10, 10A, 10B, 11A, and 11B, along with related contracts and documents, can all be submitted through the Fundraiser Portal.

Q3: What forms cannot be submitted through the Fundraiser Portal?

A3: Initial charity registrations are submitted using the Registration eForm available [on this page](#).

Annual filings (Form PC) for registered charities must be submitted through the [Charities Portal](#).

Notices of disposition of assets (e.g., 8A(c) and [Beede](#) Notices) should be sent via email to charities@mass.gov.

Dissolution requests should be sent via email to dissolutions@mass.gov.

Probate notices should be sent via email to charitiesprobate@mass.gov.

Q4: Can I pay fees using the Fundraiser Portal?

A4: Yes, for filings submitted via the Fundraiser Portal. Upon logging into the Portal, you will see any pending payments displayed in the "Manage Filings" section. You will be taken to the website of our third-party payment processor to complete payment via ACH transfer or credit/debit card.

Q5: I am having trouble using the Fundraiser Portal, how can I get help?

A5: From within the Fundraiser Portal, you will be able to access the detailed filing instructions or use the "Need Help" link to open a help ticket.

Q6: What do I do if the charity I am fundraising for does not have a Certificate of Solicitation?

A6: All charitable organizations operating in MA must have a valid Certificate before engaging in any solicitation. If you believe you are working with a charity that does not have a Certificate, the charity should contact our office at 617-963-2101 to determine their compliance status and get information on how they may obtain a Certificate of Solicitation.

Q7: What if I don't have all of the forms I need to submit, can I come back later and finish my filing?

A7: No. You should have all forms and attachments prepared for submission. The Fundraiser Portal does not have a "save and close" function.

Q8: As a Fundraiser Counsel, I have to submit multiple contracts, can I submit them separately?

A8: No. You should have all forms and attachments prepared for submission at the same time.

Q9: Can I start fundraising as soon as I submit my forms?

A9: No, you must wait for confirmation from our office that all submissions are complete. If there are any issues with your submission, we will be in touch via email.

Q10: How will I know my submission is complete?

A10: You will receive an email from our office to confirm that your submission is complete and accepted.

Q11: Can I still submit my fundraiser forms by email?

A11: For now, you can still submit your forms by email to professionalfundraiser@mass.gov and sending a check payable to the Commonwealth of Massachusetts to the Non-Profit Organizations/Public Charities Division, One Ashburton Place, Boston MA 02108.