



**Mayor's Office of
Contract Services**

**OFFICE OF THE MAYOR
OFFICE OF CONTRACT SERVICES**

253 Broadway - 9th
Floor New York, New
York 10007
(212) 788-0001

New York State Charities Bureau Filing Certification

A MATERIALLY FALSE STATEMENT WILLFULLY OR FRAUDULENTLY MADE IN CONNECTION WITH THIS CERTIFICATION, AND/OR THE FAILURE TO CONDUCT APPROPRIATE DUE DILIGENCE IN VERIFYING THE INFORMATION THAT IS THE SUBJECT MATTER OF THIS CERTIFICATION, WILL RESULT IN RENDERING THE VENDOR NON-RESPONSIBLE FOR THE PURPOSE OF CONTRACT AWARD, AND A MATERIALLY FALSE STATEMENT WILLFULLY OR FRAUDULENTLY MADE IN CONNECTION WITH THIS CERTIFICATION MAY SUBJECT THE PERSON MAKING THE FALSE STATEMENT TO CRIMINAL CHARGES.

I, _____ (authorized officer), being a duly authorized officer of this corporation, certify that _____ (legal name of organization), submitted the attached annual filing for the fiscal year ending ___/___/___ (date) to the New York State Attorney General's Office, Charities Bureau on ___/___/___ (date). The information submitted has been verified and continues to the best of my knowledge to be full, complete and accurate. I understand that the City of New York will rely on the information supplied in this certification to determine compliance with New York State laws.

Required Attachments

(please check all that were submitted)

- Copy of check or money order dated ___/___/___ that paid the total of all applicable filing fees
- CHAR500
- IRS 990, IRS 990-EZ or IRS 990-PF
- Financial Statements *(check only one)*
 - Financial Statements Reviewed by a Certified Public Accountant *(If organization received \$250,001 to \$500,000 in annual support and revenues within the fiscal year)*
 - Financial Statements Independently Audited by a Certified Public Accountant *(If organization received more than \$500,000 in annual support and revenues within the fiscal year)*

Legal Name of Vendor

Signature of Authorized Officer / Date

Phone Number

Print Name / Title of Signer

Vendor's Address

Email

City / State / Zip Code

Vendor's EIN

Submit signed Certification with all attachments to the Mayor's Office of Contract Services
Attn: Lishawn Alexander | CBO Analyst | Fax: (212) 312-0997 | Email: cbo@cityhall.nyc.gov

